



DofE Leaders Registration Form Northamptonshire

Surname	
First Name	

DOB	
Phone no	
Mobile no	

Home Address		

	Post Code	
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Group Address		

	Post Code	
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E-mail Address		
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Emergency Contact:		Phone No:	
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Address		
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CRB Number		
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Qualifications	Yes/No	Interested in doing	Signed Copy Included	
First Aid				Tick box if included
MIDAS				
BELA				
WGLA Training/Assessment				
ML Training/Assessment				
Kayak Any				
Canoe Any				
Accredited Assessor				

Name:	Signature:
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Current CRB Disclosure Declaration Form Volunteers Working with Young People

Full Name
Any surname previously known by
Address
Post Code
Telephone Number
Date of Birth

Self Declaration

I confirm that I am committed to the child protection policy of the Duke of Edinburgh's Award and I accept my responsibility to care for the children and young people with whom I come into contact. I can confirm that there is no reason why I should not have unsupervised access to children or young people whilst working with the organisation.

I hereby consent to the County DofE Office undertaking police checks against me.

I declare that since the issue of my last CRB disclosure I have not had any Cautions, convictions or Reprimands and am not involved in any ongoing/ pending investigation with the police.

Signed by the above named individual:

Dated:

Please return this form marked confidential DIRECT to: Johanna Russell, Duke of Edinburgh Award co-ordinator, Grendon Hall, Main Rd Grendon, Northampton, NN7 1JW



Northamptonshire
County Council



REGISTRATION OF DUKE OF EDINBURGH'S AWARD LEADERS

A Registration Scheme for all DofE Scheme Leaders and Volunteers working with young people through the County Council's Operating Authority. This scheme has been created for a number of reasons including: -

Insurance Cover: To ensure we have a complete list of all those who are working (in a paid or voluntary capacity) on behalf of the Children and Young Peoples' Service with young people involved in The DofE. As a registered leader you will be covered by the County Council's Liability Insurance and Personal Accident Insurance.

Police Checks: Registration will involve the carrying out of a Police Check, as required under the Children Act for all those working with young people under the age of 18 years. If you have already been Police Checked and possess an Enhanced Disclosure Certificate the County DofE Administrator will need to see an original copy.

Policies and Procedures: To confirm that volunteers have access to details of and understand all policies and procedures relating to the operation of the DofE within the NCC Operating Authority including the duty of care to young people and other award leaders.

Training; to ensure an up to date database so that volunteers have access to DofE relevant information and training opportunities

The completion and return of this Registration Form along with 1 passport sized photos, and the verification of your CRB Disclosure Certificate and relevant qualifications will result in you being issued with an DofE Leaders Registration (Identification) Card. This card will be helpful to you when introducing yourself to new entrants, parents and other people you are trying to involve in the DofE. It is proof of your involvement as a Registered Leader, which again can be reassuring for people and protection for yourself, it also shows that you have a current CRB held by the County DofE office.

Attached is a self addressed stamped envelope. Could you please make sure you have sent back to the Award office the following Documents;

- **Completed Registration Form**
- **1 passport sized photographs (or sent in digital form)**
- **CRB Number filled in and signed by those mentioned below to say they have see the certificate**
- **Signed copies of all relevant qualifications (if applicable)**

Original documents can be seen, photocopied and the photocopy signed and dated by the Head teacher, Deputy Head, the school EVC or by any of the DofE office staff at Grendon Hall.

NB. REGISTRATION CAN NOT TAKE PLACE WITHOUT THE ABOVE DOCUMENTS.