



Edmund Rice Camps NSW

Volunteer Application

Thank you for enrolling to volunteer on Edmund Rice Camps New South Wales.

To become a volunteer with Edmund Rice Camps you need to complete the following:

- Volunteer Application and Medical Form
- A New Leader Training Day with Foundational Child Protection Training (both provided by ERC NSW)
- A Working With Children Check (for all volunteers over 18 years old)

Personal (The following information is kept confidential. Please write clearly in the provided spaces)

Name Date of Birth Gender.....
 Address..... Postcode
 Phone (home) (mobile)
 Email

Working With Children Check (please circle one) YES NO **WWCC No:** Exp Date:

School/University Course/Occupation

How did you hear about Edmund Rice Camps?

Personal Strengths, Experience and Qualifications.

List your personal strengths and/or qualifications, which you believe, would enhance your contribution to ERC programs

.....

- | | | |
|---|---|--|
| <input type="checkbox"/> Apply First Aid | <input type="checkbox"/> Anaphylaxis Management | <input type="checkbox"/> Surf Rescue / Pool Bronze |
| <input type="checkbox"/> Bus License (LR) | <input type="checkbox"/> Driver's License | <input type="checkbox"/> Sport Coach |

Please detail what involvements you have had with children so far? (ie family, sport, school, work)

.....

Why would you like to become involved with Edmund Rice Camps as a volunteer?

.....

What specific areas would you like to volunteer in?

- | | | |
|--|---|---|
| <input type="checkbox"/> Camp Leader | <input type="checkbox"/> Marketing & Fundraising Committee | <input type="checkbox"/> Administration |
| <input type="checkbox"/> Camp Bus Driver | <input type="checkbox"/> Publicity & Publication Committee | <input type="checkbox"/> Camp Equipment Support |
| | <input type="checkbox"/> Leader Formation/Development Committee | |

Other (please describe).....

Personal Referees (Non-relatives)

Please provide one phone referee below and attach a separate written reference from a second referee.

Name
 Address Postcode
 Phone Relationship to you

Written Reference: please attach separately.

Volunteer Medical Form (Confidential) This assists us in case of any eventuality on camp.

Are you presently on medication? Yes No If Yes, please state name of medication, times and dosage.

Contact in case of emergency: Name Relationship
Address.....
Home Phone..... Work Phone..... Mobile.....
Your Doctor's name Phone.....
Medicare Number..... Exp. / Date of Last Tetanus Shot.....

Do you experience any of the following:

- | | | | | |
|------------------------------------|--|---|-------------------------------------|--|
| <input type="checkbox"/> Blackouts | <input type="checkbox"/> Sleepwalking | <input type="checkbox"/> Travel Sickness | <input type="checkbox"/> Seizures | <input type="checkbox"/> Intellectual Disability |
| <input type="checkbox"/> Migraine | <input type="checkbox"/> Dizzy Spells | <input type="checkbox"/> Fits of any type | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Physical Disability |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Heart Condition | <input type="checkbox"/> Hearing Loss | <input type="checkbox"/> Sight Loss | <input type="checkbox"/> Mental Illness |

If Yes, please give details.....

Do you experience any allergies to Penicillin Specific Foods Food Additives Drugs Other

Do you require an EpiPen (Please circle)? YES NO

If yes, an anaphylaxis medical management action plan signed by the Registered Medical Practitioner giving written consent to use the auto-injection device in line with this action plan must be provided with this application. Edmund Rice Camps staff/volunteers must be provided a complete auto-injection device kit on arrival at camp.

If an EpiPen is not required please provide details of how to care for this allergy.

Dietary Requirements: Do you have any special dietary requirements (eg vegetarian)?.....

Photographs and Video

Does Edmund Rice Camps have your permission to reproduce any photos/video taken on the camp of you, in any of our publications and website, on the understanding that no names are to be used without your authorisation?

Photographs Yes No Audio footage Yes No Video footage Yes No

Signed..... Signed (parent/guardian of minor).....

Date.....

Consent from parent or legal guardian if volunteer is under 18 years

I/We.....(full name) parent / guardian of
(full name) give permission for our child to participate in Edmund Rice Camps programs as a volunteer.

Disclaimer: Subject to any law to the contrary, and to the maximum extent permitted by law, I acknowledge and agree on my own behalf and on behalf of my child that Edmund Rice Camps and its servants, agents officers and volunteers will under no circumstances whatsoever be liable or responsible in any way for any personal injury (including, without limitation, any injury arising from sexual or physical abuse of any other kind by any person attending the camp in any capacity), damage or loss suffered by me or my child that may occur during any camp operated by Edmund Rice Camps, whether resulting from any negligence, default, or lack of care or otherwise, and I will not make any claim either on my own behalf or on my child's behalf against Edmund Rice Camps or any of its servants, agents officers or volunteers in the event that any personal injury, damage or loss is suffered or incurred by me or my child.

I authorise the Edmund Rice Camp Pastoral Facilitators or Executive Officer, in the event of any accident or illness and where it is not possible at the time to obtain my consent or in the case of a minor, parental consent, to obtain any necessary medical assistance or treatment. For this purpose I authorise the previously listed officers to engage any doctors, nursing assistance or hospital facilities or accommodation. I agree to pay all such doctors', nurses', or hospital expenses incurred.

Sign:

Please return completed forms to:

Executive Officer

PO Box 154, Balmain, NSW 2041

bscott@edmundrice.org web www.edmundricecamps.org

Leader Agreement

Leader Code of Conduct

Camp Leaders are the public face of Edmund Rice Camps. At all times they are expected to act in accordance with the principles of respect, fairness and justice on which the organisation is founded. Camp Leaders are asked to assist in developing a child safe and child friendly environment based on principles of fair play and fun.

To do this each Leader:

Will

- ⊙ Be positive role models for the Children and each other.
- ⊙ Act within the policies and procedures of Edmund Rice Camps, NSW.
- ⊙ Be punctual, polite, reliable and accountable.
- ⊙ Respect confidentiality of both Children and Leaders
- ⊙ Carry out specified role descriptions both responsibly and ethically.
- ⊙ Undertake training as required.
- ⊙ Wear appropriate clothing and footwear throughout the camp
- ⊙ Ask for support when needed
- ⊙ Value and support other ERC Leaders.
- ⊙ Ensure fair play is the basis of all games and activities.
- ⊙ Ensure games and activities are first and foremost for the enjoyment and benefit of participants. Leaders own enjoyment of them should be secondary to the Children.
- ⊙ Always have another Leader present or in sight when with a child
- ⊙ Record and act on serious complaints of abuse.
- ⊙ Use discretion when engaging in personal relationships with other Leaders on camps, including the manner in which affection or animosity is displayed.

Will Not

- ⊙ Use or carry illegal drugs on or immediately prior to camp.
- ⊙ Consume alcohol through the duration of the camp.
- ⊙ Smoke in front of Children.
- ⊙ Use coarse, blasphemous or abusive language.
- ⊙ Have any contact with Children outside camp except as arranged through the ERC NSW Office, including emailing, texting, Facebook, phoning or personal contact
- ⊙ Initiate physical contact with Children, this should only be at the instigation of the Child and be within the guidelines of protective behaviours policy
- ⊙ Assist things of a personal nature that a child can do for themselves, such as going to the toilet or changing clothes.
- ⊙ Develop any 'special' relationships with children that could be seen as favouritism such as offering gifts or special treatment.

Leader Rights

Leaders with Edmund Rice Camps, NSW, have the right to:

- ⊙ Up to date and accurate information about ERC.
- ⊙ Clear instruction, both verbal and written, regarding their roles within ERC.
- ⊙ Clear information regarding the structure of ERC.
- ⊙ Be adequately trained to undertake roles within ERC.
- ⊙ Be supported and supervised in their role.
- ⊙ Know to whom they are accountable.
- ⊙ A healthy and safe working environment
- ⊙ Be covered by insurance.
- ⊙ Be made aware of the grievance procedures within ERC.
- ⊙ Say no if they feel they are being asked to do anything for which they are not competent.

All volunteer leaders are encouraged to develop an understanding of the works and charism of Edmund Rice.

I have read and understood the Edmund Rice Camps, NSW, Leader Agreement, and I agree to abide by all the conditions contained within it.

Name

Date.....

Signed.....