

## Soar Sound Volunteer Registration Form

The Information You Supply on This Form Will Be Treated in Confidence.

Title:	
Name:	
Address:	
Mobile Number:	
Home Number:	
Email Address:	
Occupation:	
Date of Birth:	
Emergency Contact Details:	

Are you eligible to stay/work in the UK?	Yes		No	
Proof provided:	Yes		No	
Are you registered disabled or have any learning difficulties?	Yes		No	
If yes, please provide your disability number:				
Details of your disability or learning difficulties: Click or tap here to enter text.				
Have you been DBS (CRB) checked?	Yes		No	
Have you ever been convicted of any criminal offences?	Yes		No	
Do you have any prosecutions pending?	Yes		No	

**If yes, please give date(s), detail(s) and penalty(s) of offence(s):**

Date	Nature of Offence	Penalty

**How would you describe your ethnic group? Please tick one**

Asian or British Asian:

Indian		Pakistani		Bangladeshi		Chinese		Any other Asian back-ground	
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Black / African / Caribbean / Black British:

African		Caribbean		Any other Black / Caribbean Background	
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Mixed / Multiple Ethnic Group:

White & Black Caribbean		White & Black African		White & Asian		Any other Mixed/Multiple Ethnic Background	
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Other Ethnic Group:

Arab		Other Ethnic Group	
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White:

English/Welsh/Scottish/Irish		Northern Irish		Gypsy or Irish Traveller		Any other White background	
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**How would you describe your faith? Please tick one**

Buddhist		Christian		Hindu		Jewish	
Muslim		Sikh		Any Other Religion		No Religion	

<p><b>Briefly describe if you have any radio, media, music industry or other relevant experience related to you volunteering at SOAR SOUND? Also what qualifications do you have?</b></p>					
Line Manager:					
Do you agree to follow the Ofcom Broadcasting code? Please see <a href="http://www.ofcom.org.uk">www.ofcom.org.uk</a>				Yes	No
Do you agree to follow Soar Sound's key commitments?				Yes	No
Will you be a Soar Sound presenter?		Yes	No		
If yes, please give programme details below:					
Programme Start Date:					
Time of Programme:					
Day of Programme:					
Programme Language:					
Programme Content:					

**Please provide two persons or organisations who would be willing to give a reference on your behalf.**

Reference 1		Reference 2	
Name of Organisation:		Name of Organisation:	
Name of Contact:		Name of Contact:	
Position of contact:		Position of contact:	
Address:		Address:	
Postcode:		Postcode:	
Telephone:		Telephone:	
Email:		Email:	
In what capacity have you worked with this person or organisation?		In what capacity have you worked with this person or organisation?	

**Terms of Agreement**

I agree to abide with all Soar Sound rules and regulations at all times which have been outlined by my supervisor. All information you share with Soar Sound and partners will be treated in strict confidence and will be dealt with in line with the Data Protection Act 1998. Your information will not be passed to any other parties. I give full consent to the participation and use in live radio broadcasting, interviews, the use of quotes, taking of photographs, movies or video tapes. I also consent to the right to edit, use, and reuse products for non-profit purposes including use in print, on the internet and all other forms of media. I also hereby release Soar Sound and its agents and employees from all claims, demands and liabilities whatsoever in connection with the above.

**Declaration**

I confirm that the information supplied on this form is correct to the best of my knowledge.

Volunteer Signature:		Date:	
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If you are under 18 this form will need to be counter-signed by a parent or guardian below.

Counter Signed:	Relationship:
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## 1 Terms of Agreement

### I hereby agree to the following:

- i. I understand that the daytime and evening programming services are run in different ways but adhere to the same standards and level of accountability.
- ii. It cannot be automatically assumed that content and presentation styles that are suitable on programme will be suitable on other programmes, and vice-versa.
- iii. This applies to the content, format, and music across the whole broadcast station, the website, and any social media content.
- iv. The editorial nature of some of the daytime programming, and therefore the Ofcom regulations may be different between different types of programming.
- v. I will not damage, tamper or interfere with any equipment owned by the radio station. Anything I damage will be paid for by myself.
- vi. I will always agree to the station code of conduct for presenters and volunteers.
- vii. I will not make any defamatory or negative remarks about the radio station, other presenters, or the management either on-air or off-air. Any issues which I have will be taken up with the management team.
- viii. I shall not promote any product, item, or event without express permission from the station manager. This includes, but is not limited to, anything not deemed "affordable for all" or any competing product or service such as, (but not limited to) alternate radio stations.
- ix. I understand expenses will not be paid unless expressly agreed in advance.
- x. I understand that any equipment that is given to me is a loan and that it always remains the property of the radio station. I am responsible for returning the equipment when no longer required or when requested.
- xi. If I have any grievance with another volunteer/member of staff, or I am unhappy with something about the radio station, I will let management know at the earliest opportunity in accordance with the appropriate policies.
- xii. My status is as a volunteer, not as unpaid staff member. I understand that I am not entitled to any staff benefits, including (but not limited to) sick pay, unfair dismissal claims, security of employment or any other such similar benefits that employees would receive. This agreement does not form a contract of employment.
- xiii. "The station" is currently the legal entity of Soar Sound CIC or any name that this entity may adopt in the future. I understand that my relationship is with this legal entity and no other, nor any individual.
- xiv. I cannot enter into any agreement with any third party on behalf of the station or the Soar Sound CIC without the express agreement of the board.
- xv. The station management may ask me to leave at any time. This will only happen following either a disciplinary hearing or an extraordinary board meeting, upon which a consensus opinion is met. I will be given seven days' notice of any such board meeting, which I can attend and challenge any such proposal, but the decision of the board will be final.
- xvi. I may only act within my remit, which will be clearly defined as a volunteer, unless otherwise agreed.
- xvii. I understand there shall be no food or drink within any studio, and this must be kept outside. All litter must be removed, and the studios left clean and tidy at the end of every use.
- xviii. I understand that if I breach the Ofcom regulations due to non-compliance of the documentation and training, I have been provided by SOAR SOUND and as a result the station receives a fine then I personally am liable to pay that fine. This documentation can include links to web content, such as Ofcom documentation.
- xix. I understand that the SOAR SOUND transmitter cannot be interfered with under any circumstances.
- xx. I agree to the above volunteer agreement and all other policies and procedures that shall be reasonably and timely implemented.