



Poppy Appeal Collector

Registration form

About You:

Full name			
Address (including post code)			
Preferred phone number			
Email address			
What is best the way to get in touch?	<input type="checkbox"/> Phone	<input type="checkbox"/> Email	<input type="checkbox"/> Post
Are you over 18?*	<input type="checkbox"/> Yes		<input type="checkbox"/> No

*Being under 18 won't stop you volunteering, but some of our roles are not suitable for someone under the age of 18. We may also need permission from your parent or guardian if you are under 18.

Do you need support so you can volunteer?

We welcome volunteer applicants with all range of abilities for the skills they bring. We aim to create a positive environment that supports all volunteers. So we can consider any appropriate adjustments to better support in your role, please give details below of any disabilities or health issues that we may need to take into consideration.

Emergency contact details

Please give details of the person we would need to contact, on your behalf, in the unlikely event of an emergency.

Name:		Phone number:	
Their relationship to you:			

Previous contact with the RBL

Have you been, or are you currently, a volunteer with, a member or member of staff of the Royal British Legion?

Volunteer

Member

Staff

Privacy Statement:

At the Royal British Legion we take your privacy seriously and we will only use the information you have provided on this form in order to process your application to volunteer with us. We are processing your data based on the legitimate interests of The Royal British Legion, and will use the contact details you have provided to discuss your volunteering application, and, if you are successful in your application, to send you relevant information about volunteering.

We will not share your data and promise to keep your personal information safe and secure. It may be stored electronically on our systems, or manually, and will only be used by those authorised to access it.

We will hold your personal data for up to six months after you apply if you do not become a RBL volunteer, or, if you become a volunteer, for up to 12 months after you stop being a volunteer. If you would like us to stop the processing of your personal information for the purposes of volunteering please speak to your RBL contact, or contact volunteersupport@britishlegion.org.uk or call **0345 845 1945**.

This will not affect the personal information the RBL may already hold about you and are processing for other purposes in other parts of the organisation, such as membership, Poppy Shop or in connection with donations.

For more information about how the Royal British Legion processes personal information and about your rights under the data protection law please see our Privacy Policy: www.britishlegion.org.uk/privacy

Volunteer Agreement:

This agreement sets out our commitment to you and our expectations of you in your role as a volunteer for the Royal British Legion. This agreement is binding in honour only and is not a legal contract. The Royal British Legion does not intend any employment relationship to be created as a result of this agreement.

Our commitment to you

- We will provide you with a briefing to ensure you understand your role.
- Your welfare is of paramount importance to us so we will strive to make sure that you remain safe when working as a volunteer for us.
- We will treat you with honesty and fairness and work with you to resolve any problems that arise as a result of volunteering for us.
- You are covered by the charity's personal accident and public liability insurance while carrying out your agreed duties as a RBL volunteer.
- We value and appreciate all volunteers and staff and are committed to making our volunteering opportunities accessible and attractive to all sections of the communities we serve.
- We will treat your personal information confidentially, keeping it secure and using it only for the purposes you have agreed to.

Our expectations of you while you are volunteering for us

- Work according to our policies, procedures and guidelines, and follow any instructions you are given while volunteering.
- Act in accordance with and promote the RBL's values of service, collaboration, passion, excellence and valuing our people, while representing the Royal British Legion
- Respect and sensitively support beneficiaries and others you come into contact with, whatever their personal characteristics or background.
- Act in a professional manner when representing RBL as a volunteer, in order to protect our reputation.
- Let us know of any changes to your personal circumstances that affect your volunteering for us.
- Work collaboratively with colleagues, sharing knowledge and information within the team as appropriate.
- Protect any personal or private information about others that comes to your notice – treating it confidentially at all times, not sharing it with third parties (unless specifically authorised to) and keeping it secure.

Please keep a copy of this agreement.