**VOLUNTEER HOST APPLICATION FORM**

***Please read the Host Role Description and Frequently Asked Questions before completing this form.***

|  |
| --- |
| ***APPLICANT 1*** |
| *Name including title* |  |
| *Address including postcode* |  |
| *Email address* |  |
| *Phone number* |  |
| *May we call you during the day?* | *YES / NO (please delete as appropriate)* |
| *Date of Birth (for DBS check)* |  |
| *Employment status (F/T or P/T employed/self-employed; retired; other)* |  |
| *Will you host guests who have not had their Coronavirus vaccinations?* | *YES / NO* |

|  |
| --- |
| ***APPLICANT 2*** |
| *Name including title* |  |
| *Email address* |  |
| *Phone number* |  |
| *May we call you during the day?* | *YES / NO* |
| *Date of Birth (for DBS check)* |  |
| *Employment status (F/T or P/T employed/self-employed; retired; other)* |  |
| *Will you host guests who have not had their Coronavirus vaccinations?* | *YES / NO* |

|  |
| --- |
| ***Do you have any previous experience of hosting or volunteering?*** |
| *APPLICANT 1* |  |
| *APPLICANT 2* |  |

|  |
| --- |
| ***What is your first language?*** |
| *APPLICANT 1* |  |
| *APPLICANT 2* |  |

|  |
| --- |
| ***Do you speak any other languages, and if yes, to what level?*** |
| *APPLICANT 1* |  |
| *APPLICANT 2* |  |

|  |
| --- |
| ***Other people living in your home:*** |
| *Name(s):* | *Date of birth:* | *Relationship to you (child, lodger etc.):* |
|  |  |  |
| *Have you discussed this application with them?*  | *YES / NO* |
| *If YES, how do they feel about it?* |  |

|  |  |
| --- | --- |
| *Do you rent your home?* | *YES / NO* |
| *If YES, have you discussed hosting with your landlord and do they have any conditions?* |  |

|  |
| --- |
| ***What accommodation can you offer?***  |
| *Spare room with single bed* | *YES / NO* |
| *Spare room with double bed* | *YES / NO* |
| *Sofa bed in lounge* | *YES / NO* |
| *Other* |  |

|  |
| --- |
| ***How many people can you host?****(Generally we only accept referrals for single adults.)* |
| *One person* | *YES / NO* |
| *Two single people* | *YES / NO* |
| *A couple* | *YES / NO* |
| *Other* |  |

|  |
| --- |
| ***How long would you be prepared for a guest to stay with you?****Please note:** *All placements are for a week or two to start with and may be extended if host and guest are happy to do so.*
* *Hosts may change their preferences at any time. We will never assume we can place a guest with a host; every placement is requested and arranged as needed.*
* *We have a few emergency hosts, who are only able to provide accommodation for a few nights. In these cases, we may not have had time to do the usual checks e.g. to obtain references for a guest. Please state if you would be willing to be an emergency host.*
 |
| *Emergency (1-2 nights)* | *YES / NO* |
| Short term (3 days to 2 weeks) | *YES / NO* |
| *Medium term (2 to 4 weeks)* | *YES / NO* |
| *Long term (1 month +)* | *YES / NO* |

|  |  |
| --- | --- |
| *Do you have any preference on the gender of the guest you would like to host?* | *MALE / FEMALE / NO PREFERENCE* |
| *Are there any particular times (e.g. school holidays) when you will not be able to host?* |  |
| *If you live in a rural area, are there public transport links for guests to use? Please give details.*  |  |
| *Do you have any pets?* *If YES, please give details.*  | *YES / NO* |

|  |
| --- |
| ***YOUR HEALTH****Please tell us about any health condition that may be relevant to the hosting role.*  |
| *APPLICANT 1* |  |
| *APPLICANT 2* |  |

|  |  |
| --- | --- |
| ***CRIMINAL HISTORY****Does anyone in your household have a criminal history?* | *YES / NO* |
| *If YES, please give details on a separate sheet.*  |

|  |
| --- |
| ***REFERENCES****Please give details of two people who will be able to confirm your suitability for this role. They should not be members of your family or household. Please first check that they are willing to provide a reference.* *Joint applicants need only provide two referees if they know you both well. If you are providing separate referees, please add below.* |
|  | ***REFEREE 1*** | ***REFEREE 2*** |
| ***Name:*** |  |  |
| ***Relationship to applicant(s):*** |  |  |
| ***Email address:*** |  |  |
| ***Telephone number:*** |  |  |

***Please note that Sanctuary Hosting will:***

1. ***visit the hosting home before any placement can be considered;***
2. ***request an up to date DBS certificate or arrange for a basic DBS check for the above-named applicant(s)***
3. ***not place minors into host homes.***

|  |
| --- |
| ***Data consent:*** *By signing this application form, you give consent for information contained in this form to be shared within our scheme. You are also agreeing to Sanctuary Hosting undertaking a check to see if you have any criminal record (DBS check) and for any of those people referred to on the form to be contacted.**I have understood the above and I confirm my agreement.* |
| **Signed\*:** | **Date:**  |
| **Signed\*:** | **Date:**  |

**\*Electronic/printed signatures acceptable**

Thank you for taking the time to complete this application. We really appreciate your interest in hosting and will hope to contact you soon.

Please email your completed application form to: **info@sanctuaryhosting.org** **or**

post to: Sanctuary Hosting c/o Emmaus Oxford, 171 Oxford Rd, OX4 2ES

PRIVACY NOTICE

All personal information collected, stored and used by Sanctuary Hosting will be held within the laws of the General Data Protection Regulation 2018.

Sanctuary Hosting collects and uses your personal information to advance our charitable objectives.

More specifically, we collect and use your personal information in order to:

* hold information about hosts, guests, referrers, supporters, volunteers and employees;
* match hosts to potential guests;
* help us manage any subsequent hosting;
* keep support workers informed, and
* assist us in monitoring and improving our service.