The Salisbury Museum seeks to ensure that all existing and potential volunteers are given equal opportunities. We are committed to the elimination of unlawful or unfair discrimination and aim to ensure that no applicant for volunteering is disadvantaged by conditions or requirements which cannot be justified. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the volunteer team in encouraging equality and diversity. In order to help the Salisbury Museum monitor the effectiveness of its Equal Opportunities Policy you are asked to provide the information requested below, but filling in this form is voluntary. All information is confidential and will be held and maintained in accordance with the Data Protection Act 1998.

VOLUNTEER MONITOR FORM

Gender Man 🗆 Woman 🗆 Intersex 🗆 Non-binary 🗆 Prefer not to say 🗆 If you prefer to use your own term, please specify here …………………….

Are you married or in a civil partnership? Yes 🗆 No 🗆 Prefer not to say 🗆

Age 0-19 🗆 20-34 🗆 35-49 🗆 50-64 🗆 65+ 🗆 Prefer not to say 🗆

What is your ethnicity?

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box

***White***

English 🗆 Welsh 🗆 Scottish 🗆 Northern Irish 🗆 Irish 🗆

British 🗆 Gypsy or Irish Traveller 🗆 Prefer not to say 🗆

Any other white background, please write in:

***Mixed/multiple ethnic groups***

White and Black Caribbean 🗆 White and Black African 🗆 White and Asian 🗆 Prefer not to say 🗆 Any other mixed background, please write in:

***Asian/Asian British***

Indian 🗆 Pakistani 🗆 Bangladeshi 🗆 Chinese 🗆 Prefer not to say 🗆

Any other Asian background, please write in:

***Black/ African/ Caribbean/ Black British***

African 🗆 Caribbean 🗆 Prefer not to say 🗆

Any other Black/African/Caribbean background, please write in:

***Other ethnic group***

Arab 🗆 Prefer not to say 🗆 Any other ethnic group, please write in:

What is your nationality:

Do you consider yourself to have a disability or health condition?

Yes 🗆 No 🗆 Prefer not to say 🗆

What is the effect or impact of your disability or health condition on your ability to give your best whilst volunteering? Please write in here:

The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with the Volunteer Co-Ordinator.

What is your sexual orientation?

Heterosexual 🗆 Gay 🗆 Lesbian 🗆 Bisexual 🗆

Prefer not to say 🗆 If you prefer to use your own term, please specify here …………………

What is your religion or belief?

No religion or belief 🗆 Buddhist 🗆 Christian 🗆 Hindu 🗆 Jewish 🗆

Muslim 🗆 Sikh 🗆 Prefer not to say 🗆

If other religion or belief, please write in:

Are you a Member of Salisbury Museum?

 Yes No

If ‘No’ are you interested in receiving information about this? Yes No

Do you volunteer elsewhere?

 Yes No

If ‘Yes’, where? …………………………………………………………………………………

Do you have caring responsibilities? If yes, please tick all that apply

None 🗆 Primary carer of a child/children (under 18) 🗆

Primary carer of disabled child/children 🗆

Primary carer of disabled adult (18 and over) 🗆 Primary carer of older person 🗆

Secondary carer (another person carries out the main caring role) 🗆

Prefer not to say 🗆

Cautions and convictions?

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are ‘protected’ and are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website. A criminal conviction will NOT automatically prevent you volunteering; it depends on the offence/s and relevance to the role for which you are applying.

Do you have any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance?

 Yes No

If yes please specify……………………………………………………………………………………

Date completed

Thank you for completing this form.

Please e-mail it to Lucy Bridal, the Volunteer Co-ordinator:

lucybridal@salisburymuseum.org.uk

or post to The Salisbury Museum, The King’s House,

65 The Close, Salisbury SP1 2EN Tel: 01722 332151 [www.salisburymuseum.org.uk](http://www.salisburymuseum.org.uk)

Under the Data Protection Act 2018, we follow strict procedures in the storage and disclosure of information which you have given us to prevent unauthorised access, and your information will not be disclosed to any third party. We may occasionally request proof of identity before we are able to offer you an opportunity to volunteer in the museum.

By disclosing your personal information to us using this form, you consent to the secure collection, storage and processing of your personal information by The Salisbury Museum in the manner set out in its privacy statement.