

Application Pack



Independent Custody Visitors (ICVs)



Independent **C**ustody **V**isitors

Thank you for your interest in becoming an Independent Custody Visiting volunteer with the Office of the Police and Crime Commissioner for Gloucestershire. Please complete the information below and return it to Amanda Segelov - amanda.segelov@gloucestershire.pnn.police.uk.

NB: If you use any additional sheets at the top of each page please could you state what section of the application form your answer is in relation to.

Please note that where possible email will be our preferred method of communication as this helps the OPCC maximise its resources. Answers will be used to short-list applicants for this opportunity.

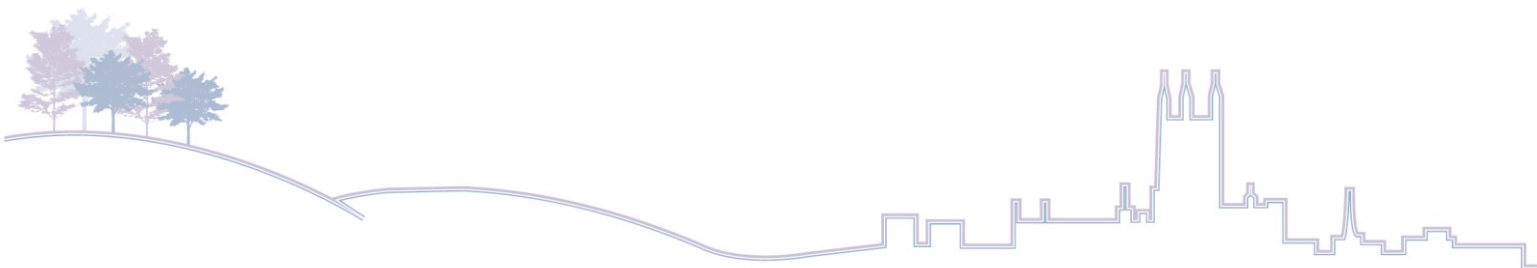
1. Personal Details

Title: <input type="checkbox"/> Doctor <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other: _____	
Surname:	
Previous surname(s):	
First name(s):	
Home address (permanent address):	
County:	Postcode:
How long have you lived at this address? _____ years _____ months	
Email:	Home phone:
Personal mobile phone:	Work phone:
Town/ country of birth:	

Your home contact details will be the primary contact method.

NB: The OPCC prefers to communicate by email.

- Postal address
- Telephone
- Email
- Mobile



Office of the Police and Crime Commissioner

County Police Headquarters,
No. 1 Waterwells, Waterwells Drive,
Quedgeley, Gloucester, GL2 2AN

Tel: 01452 754348 www.gloucestershire-pcc.gov.uk



2. Volunteering with the Gloucestershire Office of the Police and Crime Commissioner

*NB: Please note that Gloucestershire only has **one** custody suite in **Quedgeley, Gloucester**.*

Please list any additional languages you speak and your fluency in them (basic, intermediate, advanced, mother tongue).

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Have you ever been convicted of an offence or been reported and subsequently given an official written caution, warning or reprimand for any offence?

Yes

No

If yes, please give details below (this application is subject to the *Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975* and, as such, candidates for appointment as Independent Custody Visitors are not entitled to withhold information regarding convictions which for other purposes are “spent”; under the provisions of the Act. Information provided will not necessarily disqualify an individual from becoming an Independent Custody Visitor. Any information will be kept strictly confidential. (Please continue on a separate sheet if necessary).



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Are you, or have you been in the last five years, an officer/employee of Gloucestershire's OPCC/Police Authority/Police Force or a related organisation (e.g. Police Officer, member of Police Staff, member of the Police Authority, Special Constable, Police Community Support Officer, Detention Officer), or a Justice of the Peace?

Yes

No

If yes please provide information here.

Have you ever been an Independent Custody Visitor before?

Yes

No

If yes please provide details.



How did you hear The Independent Custody Visiting Scheme? If other, please specify.

- Employer
- PCC staff
- Gloucestershire Constabulary staff
- Job centre
- PCC website
- Gloucestershire Constabulary website
- School/university
- Family/friends
- Word of mouth
- Other:

3. Employment History

What is your current occupation?

- Employed
- Unemployed
- Full time student
- Part time student
- Retired
- Self Employed
- Other:



Office of the Police and Crime Commissioner

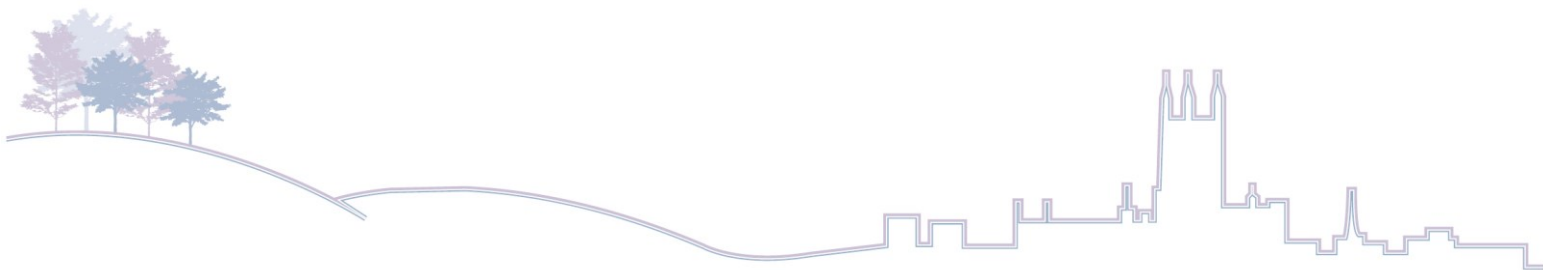
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Please provide details of **part-time and full-time employment** or appointments over the past 10 years. Please attach another sheet if necessary.

<i>Name and address of employing/appointing body</i>	<i>Dates position held to/from</i>	<i>Position held and nature of responsibility</i>



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Please provide details of any **voluntary** work you have done or experience you may have of working within the local community. Please attach another sheet if necessary.

<i>Name and address of employing/appointing body</i>	<i>Dates position held to/from</i>	<i>Position held and nature of responsibility</i>



4. References

Please give details of 2 people (to whom you are unrelated and have known for at least 2 years) who will be able to offer a reference about your ability to act as a volunteer in this role. References supplied will be held in the paper file only in accordance with the *Data Protection Act 1998*.

Referee 1	
Name (include title)	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other: _____
Contact address (include postcode)	
Email	
Phone number	
Relationship	

Referee 2	
Name (include title)	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other: _____
Contact address (include postcode)	
Email	
Phone number	
Relationship	



5. Questions of interest

Please provide examples to demonstrate the extent to which you possess the following personal skills and qualities. Please attach another sheet if necessary.

(a) Why do you want to be an Independent Custody Visitor (ICV)?

(b) What skills, experience and qualities do you feel you would bring if you were appointed?
E.g. team work.



Office of the Police and Crime Commissioner

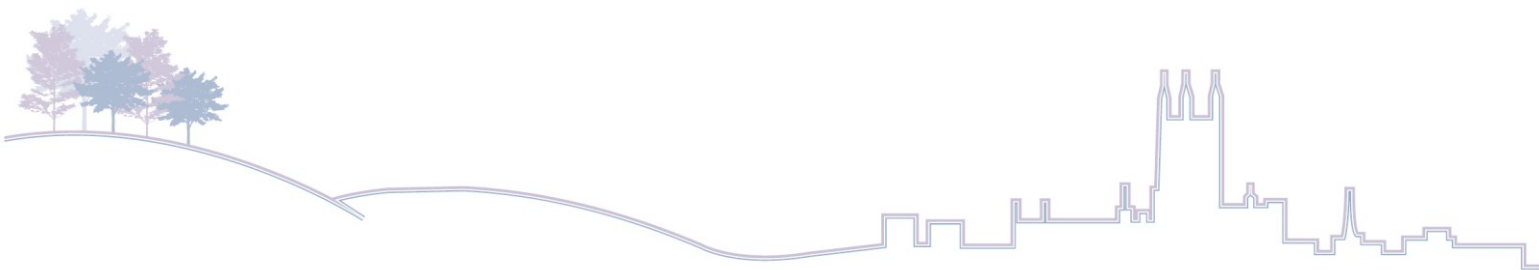
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(c) Please detail your abilities to treat all people with respect, value diversity and respond sensitively to difference.

(d) Please demonstrate your ability to be flexible approach with custody visits, and show commitment to assisting to fill gaps in the rota where and when necessary.



6. Equalities Monitoring Section

The Office of the Police and Crime Commissioner for Gloucestershire is committed to ensuring that its selection processes are fair, inclusive and promote equality of opportunity for all people and communities. By completing this form you will help us to monitor the effectiveness and fairness of our procedures. The information you provide will be used for equality monitoring purposes only. It will not be made available to those assessing your application, and forms no part of the selection process.

Nationality:

Age

- 18-24
- 25-35
- 36-59
- 60+

Sex

- Male
- Female

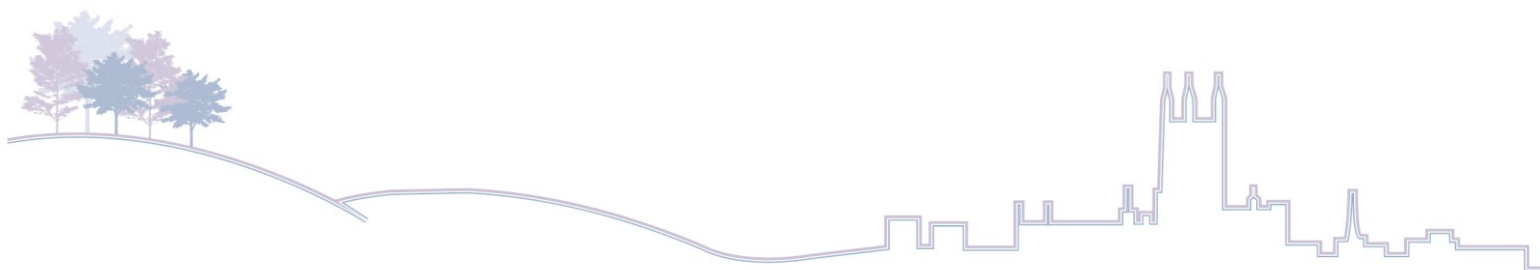
Gender Identity (optional)*

- Intersex
- Transsexual
- Transgender

** If you identify yourself as transsexual, transgender (in that you have effect a permanent change of gender identity) or intersex, please state which group you identify with.*

Sexual Orientation

- Bisexual
- Gay or Lesbian
- Heterosexual
- Prefer not to say
- Other



Ethnic Origin

- White

- Irish
- British
- Any other White background (please specify)

- Mixed

- White and Asian
- White and Black African
- White and Black Caribbean
- Any other Mixed background (please specify)

- Asian or Asian British

- Bangladeshi
- Indian
- Pakistani
- Any other Asian background (please specify)

- Black or Black British

- Caribbean
- African
- Any other Black background (please specify)

- Chinese or Chinese British

- Chinese
- Chinese British
- Any other background (please specify)

- Other ethnic groups

- I do not know my ethnic origin
- Any other background not stated above, please specify



Religious Belief or Faith:

- Buddhist
- Christian
- Hindu
- Jewish
- Muslim
- Sikh
- No faith
- Prefer not to say
- Other (Please specify)

Caring Responsibilities

Are you personally responsible for the care of another person? (Please tick all that apply)

- A child or children
- A dependent elderly person
- Other



Disability

Under the *Equality Act 2010* a person is defined as disabled if they have (or have recovered from) a physical or mental impairment and the impairment has a substantial and long-term adverse effect on the person's ability to carry out normal day-to-day activities. Cancer, HIV infection and multiple sclerosis are all conditions that are defined under the *Equality Act 2010*.

"I consider myself to have a disability."

Yes

No

If so please tell us about any specific access or support requirements that you have so that we can assist you through the interview process.

"I require any special adaptations / equipment to take up a volunteering role."

Yes

No

If so please tell us about any specific access or support requirements that you have so that we can assist you through the interview process.



7. Declaration

I agree to the Office of the Police and Crime Commissioner of Gloucestershire making an enquiry in connection with my application to become a volunteer. I have read the information supplied to me concerning the duties and responsibilities of an independent custody visitor and would be prepared, if my application is accepted, to attend training sessions as necessary and complete the appropriate undertaking in respect of confidentiality.

I declare that the information I have given in support of my application is, to the best of my knowledge and belief, true and complete, I understand that if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or, if I have already been appointed, my appointment could be terminated.

Signed:	Print name:	Date:
Data Protection Act, 1998		
Please note that the information supplied on this form may be held and the enquiries made in processing your application may include reference to personal data held on police computers or manual files. The information provided in this application will be treated in the strictest of confidence.		
<i>NB: If emailing this form, please type your name in the space above.</i>		

<p>Please return completed application forms to Amanda Segelov – amanda.segelov@gloucestershire.pnn.police.uk</p> <p>Alternatively you can post to: <i>Office of the Police and Crime Commissioner for Gloucestershire, County Police Headquarters, No. 1 Waterwells, Waterwells Drive, Quedgeley, Gloucester, GL2 2AN.</i></p>

