Rotary Youth Exchange Volunteer Information and Declaration Form

All Australian Districts participating in the Youth Exchange program are committed to creating and maintaining the safest possible environment for their Rotary Exchange students. It is the duty of all Rotarians, Rotarians' spouses, partners, and any other volunteers to safeguard to the best of their ability the welfare of and to prevent the physical, sexual, or emotional abuse of children and young people with whom they come into contact. Rotary is aware that among the many wonderful exchanges that have taken place in the past, there have been some instances of students being abused and are now doing all they can to see this does not happen in the future.

TO THIS AIM no Australian Rotary Districts will permit any person to be a

- Rotary Youth Exchange Committee Member
- Rotary Youth Exchange Club Counsellor
- member of a Host Family
- a volunteer who may at times be involved in looking after an exchange student on their own

if that person

- has committed a crime against a child or young person
- is the subject of an existing court order preventing them from being with or within a certain distance of another person because of behaviour which the court deems is of a threatening or disturbing nature.

In order to better assess the suitability or role a Rotary Youth Exchange volunteer may play all Australian Youth Exchange Districts require applicants to provide the following information about themselves.

PERSONAL DETAILS

Name _____

Address _____

Town or Suburb _____State _____Post Code _____

Business Phone _____ Home Phone _____

Mobile phone _____ E-mail address_____

How long have you lived at the above address? _____years

(If less than 5 years, please list prior addresses for that period on the back of this sheet.)

Are you a Rotarian? _____ If so state name of Club _____

Date joined _____

What will your role be in Youth Exchange?

District Committee Member □ Club Counsellor □

Member of a host Family □

Other please detail _____

PERSONAL REFERENCES

Please list three referees and if applicable your employer and a youth organisation director who are in a position to vouch for your suitability as a volunteer working with children and young people. (Only one referee may be a Rotarian and none may be family members. All need to be contacted by you to confirm they will be happy to be phoned by Rotary for a reference. If a referee has a preferred phone number, please mark it with an asterisk.)

1 Name _____

Business Phone _____ Home Phone _____ Mobile _____

2 Name _____

Business Phone _____ Home Phone _____ Mobile _____

3 Name _____

Business Phone _____ Home Phone _____ Mobile _____

EMPLOYMENT HISTORY

Please detail your employment history as follows. (If you have not been employed in the organisation below for the last five years, please detail when you joined and give the same details of the other organisations where you worked during the last five years on the back of this form.)

Your occupation _____

Do you currently or have you during the last five years worked for a company or organisation □

Are you self employed □ Are you retired □

Name of the organisation you worked for _____

Name of immediate supervisor-manager _____

Business Phone _____ Home Phone _____ Mobile _____

PREVIOUS EXPERIENCE WITH YOUTH

If you have previously worked with youth, please detail your involvement and any training you have received.

_____

_____

_____

_____

Name of organisation's director or person who will be a referee _____

Business Phone _____ Home Phone _____ Mobile _____

CRIMINAL HISTORY CHECK

It is a requirement that all Rotary Youth Exchange volunteers must obtain a Police Check or a "Blue Card" or optimal alternate legal form of certification in the state or country in which they live to confirm their suitability as a volunteer.

I certify the following

- All the statements and information given on this Information and Declaration Form are to the best of my knowledge true and correct.
- I have never committed or been guilty or been accused of a crime against a child or young person of which I have not been cleared.
- I give my full permission for any of the people I have listed on this information sheet to be contacted by an authorised Rotary Youth Exchange Officer to confirm my suitability as a Youth Exchange volunteer recognising such enquiries are in the best interest of the program.
- I certify I have contacted my referees and all are happy for Rotary to contact them.
- I agree to abide unreservedly by the decision of the Rotary Club or the District reviewing my application as to my suitability as a Youth Exchange volunteer.

I HAVE READ AND UNDERSTOOD THE ABOVE DECLARATION AND SIGN THIS FORM VOLUNTARILY.

Signature of Applicant _____ Date _____

Name Printed _____

Rotary Witness _____

Name Printed _____

Club _____

ROTARY RESERVES THE SOLE RIGHT TO ACCEPT OR REJECT ANY APPLICANT AS A VOLUNTEER FOR ROTARY YOUTH EXCHANGE

ROTARY CLUB USE

I _____ President, Rotary Club of _____
Name

verify that _____ whose signature appears above has complied with the declaration requirements and the Club has checked his/her references as required. I also confirm the authorised Rotary officer has examined his/ her

_____
Enter form of checking done, i.e. Police Check, "Blue Card", etc

and the club finds him/her a suitable person to work with exchange students.

Signed _____ Date _____
Club President

Ensure document confidentiality -- Keep all YESP CL 4 forms for five years. Should a volunteer continue to be involved for a second or more consecutive year(s) their forms should be maintained for five years after the final year of their involvement or until they allow their Police or alternate checks to expire. Forms should then be destroyed.