

Shine Festival

Provisional member of

The British and International Federation of Festivals for Music, Dance and Speech

Patron: Her Majesty the Queen

Officer with responsibility for safeguarding of children and vulnerable adults:

Mrs Rebecca Johnson, 24 Melrose Drive, Stockton on Tees, TS18 3UE Tel: 07725 033551

Please fill in the information below:

Full name.....

Address.....

.....

.....Email.....

.....Tel.....

Date of birth.....Place of birth.....

Have you ever been convicted of a criminal offence or been subject of a Caution or a Bound Over Order? **Yes/No**

If yes, please state the date/s and nature of the offence/s

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You are advised that, under the provisions of the Rehabilitation of Offenders Act (UK Wide) (1974) (Exceptions) (Amendments) Order 1986 (UK Wide), you should declare all convictions, including spent convictions. You are further advised that it is a criminal offence to seek employment working or volunteering in a regulated or controlled position with members of vulnerable groups, including children, if you are disqualified from doing so. To make a false declaration on this form will be considered an attempt to do so.

(If you fail to mention convictions for other types of offence on this form you should be aware that this may also affect the decision made.)

Please complete the table to inform us which jobs at the 'Shine Festival' you would be willing/able to do:

Job	Details	Skills required	Yes or No?
Front desk	Checking competitor cards and taking/selling tickets for entry during the festival daytime classes.	Good interpersonal skills for dealing with general public. Ability to handle small amounts of cash.	
Stewarding the performance room/s	Making sure people don't enter when performance is taking place. Opening doors to let people in and out at the appropriate times.	Ability to be discreet and patient.	
Adjudicator's assistant	Writing certificates, sorting own choice music, assisting adjudicator with any other tasks as appropriate	Prior experience in this role is essential here.	
Announcer	Announcing competitors, updating number board, checking competitors have arrived before start of class, ensuring smooth running of classes. Handing out mark sheets at end of class	Clear and loud voice. Good organisational skills.	
Catering assistant	Helping with serving/selling refreshments.	Ability to do small calculations and handle small amounts of cash	
Runner	General tasks to assist the smooth running of the festival (e.g. photocopying music, directing people etc)	Flexibility, initiative and general helpfulness.	

Please complete the table below to inform us of your availability during the Festival period, and how many sessions you wish to help for. Please tick as appropriate

Saturday 18 th March 8am – 12.30pm		Saturday 25 th March 8am – 12.30pm	
Saturday 18 th March 12.30pm – 5pm		Saturday 25 th March 12.30pm – 5pm	
Saturday 18 th March 5pm – 9pm		Saturday 25 th March 5pm – 9pm	
Sunday 19 th March 8am – 12.30pm		Sunday 26 th March 8am – 12.30pm	
Sunday 19 th March 12.30pm – 5pm		Sunday 26 th March 12.30pm – 5pm	
Sunday 19 th March 5pm – 9pm		Sunday 26 th March 5pm – 9pm	
Friday 24 th March 8am – 12.30pm			
Friday 24 th March 12.30pm – 5pm			

