

# Thurrock Council – Library Ambassador application form

## How we will use your information

We will use your information to provide the service requested. We may share your personal data between our services and with partner organisations, such as government bodies and the police. We will do so when it is of benefit to you, or required by law, or to prevent or detect fraud. To find out more, go to [thurrock.gov.uk/privacy](http://thurrock.gov.uk/privacy). Get free internet access at libraries and community hubs.

## Personal details

### About you

|  |  |
|--|--|
| <b>First name</b>  |  |
| <b>Last name</b>   |  |
| <b>Date of birth</b>   |  |
| <b>Address, including postcode</b>   |  |
| <b>Phone number</b>  |  |
| <b>Email address</b>   |  |
| <b>Your school name</b>  |  |
| <b>Your school's towns</b>   |  |
| <b>Your school year groups</b>   |  |
| <b>Are you a library member?</b>   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <b>Are you happy for us to share your name and year group with other Library Ambassadors in your school?</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No |

## Consent

We need consent from a parent or carer for anyone under 18 years-old to participate in a voluntary activity. Please give the details of a parent or carer below, along with their signature of consent.

|                                  |  |
|----------------------------------|--|
| <b>Parent or carer name</b>      |  |
| <b>Parent or carer signature</b> |  |
| <b>Parent or carer phone</b>     |  |

# Equalities monitoring

Equalities monitoring helps us to understand how different sections of the community use our services. We collect this information solely for counting statistics, so we can check for inequalities and take action where it's needed. If you would rather not answer these questions, please select 'prefer not to say'.

## Gender – are you:

- female
- male
- gender neutral
- transgender
- prefer not to say
- other: \_\_\_\_\_

## Ethnicity – are you:

- Asian – Arab
- Asian – Bangladeshi
- Asian – Chinese
- Asian – Indian
- Asian – Pakistani
- Black – Black African
- Black – Black Caribbean
- White – White British
- White – White Irish
- Mixed – Asian and White
- Mixed – Black African and White
- Mixed – Black Caribbean and White
- Traveller – Gypsy
- Traveller – Irish Traveller
- Traveller – Romany
- prefer not to say
- other: \_\_\_\_\_

## Disability – if you are disabled, is your impairment:

- hearing
- hidden impairment
- learning disability
- long term medical condition
- mental health
- mobility – a wheelchair user
- mobility – not a wheelchair user
- speech
- visual
- prefer not to say
- other: \_\_\_\_\_

## Where to send this form

Please email your completed form to [volunteering@thurrock.gov.uk](mailto:volunteering@thurrock.gov.uk)

You can post you form to:

**Volunteer Programme, Thurrock Council, New Road, Grays, RM17 6SL**

## What happens next

Your application will be sent to the volunteer manager at the library. They will contact you to arrange an informal chat, and may ask you to bring identification documents.

Once you've signed-up, you will receive an email confirming your participation in the project along with a guide about promoting library services and a full role description. You will then receive an email every other month – in October, December, February, April and June – with details of the library service we would like you like you to promote to your friends, family and peers.

Your information will only be used for this project.

You are only committing to be a Library Ambassador for the current academic year. At the end of the academic year, we will ask you if you would like to continue as a Library Ambassador. If you would rather not, we will remove your details from our database within 3 months of the end of the academic year.

There may be other Library Ambassadors at your school. If you consent to it, we will share your name and year group with them so you can work together to plan your promotional activities.