MOD SPONSORED CADET FORCES - ADULT VOLUNTEER AGREEMENT

Please note, by signing this form you will, as appropriate, accept, confirm and declare all the matters under this section.

Acceptance of Cadet Forces values, rules and regulations

This agreement supersedes and replaces any earlier agreement between myself and the MOD with regard to my service as a Cadet Force Adult Volunteer.

By signing this agreement, I confirm that I:

1. understand and accept that the Cadet Forces are uniformed, MOD sponsored military youth organisations having strong and in some cases formal connections to the Armed Forces, and that they follow the customs and ethos of their single Services wherever possible.

2. accept and agree to uphold the ethos, core values and standards of the Cadet Forces [1] as currently published or future amended.

3. agree not to promote any beliefs, behaviours or practices that are not compatible with the core values and standards of the Cadet Forces.

4. agree to comply with the policies, rules and regulations of the Cadet Forces[2] and voluntarily undertake to comply with any lawful instruction given to me.

5. have received guidance on Child Safeguarding during the induction process and that I accept and understand that it is the primary responsibility of ALL adults involved with the Cadet Forces to safeguard the moral, psychological and physical welfare of cadets, regardless of their gender, religion, race, ability, disability, sexuality and social background by protecting them from any form of physical, emotional and sexual abuse or neglect.

6. accept that I am being enrolled for voluntary service with the Cadet Forces as a Cadet Force Adult Volunteer in a role and from a date that will be notified to me by the Cadet Forces.

7. voluntarily undertake, with the instructions and guidance of superior officers, to train cadets in accordance with a training programme authorised by the Cadet Forces and in accordance with the relevant regulations and instructions. Also to undertake to carry out administrative or other duties as detailed and as necessary. In particular I fully understand my responsibilities for the safety and wellbeing of cadets.

8. agree that in order for me to offer my services on a voluntary basis, I accept the requirement to undertake the appropriate learning and/or training within the timescale as laid down by the Cadet Forces; failure to complete the appropriate induction and initial training to a satisfactory standard may result in the termination of this agreement.

9. accept that my continued voluntary service with the Cadet Forces is conditional on my remaining able to carry out my role with, and in support of, cadets. In assessing my suitability for continued voluntary service, such factors as health, fitness, enthusiasm, attitude, qualification and competence will be taken into account.

10. understand that as I am volunteering my services, there is no legal obligation on me to accept any voluntary activities. Nor is there any legal obligation on the Cadet Forces to provide me with any voluntary activities. However, I accept that in order for the Cadet Force to plan its activities, if I am subsequently unable to attend an activity that I have previously agreed to attend, I will contact the Cadet Force in advance, so that alternative arrangements can be made in my absence.

11. confirm that if I persistently fail to turn up for activities without contacting the Cadet Force in advance this agreement may be terminated in accordance with current or future amendments to the policies, rules and regulations of the Cadet Forces .

12. will return any uniform and equipment loaned to me when my volunteering with the Cadet Forces ends.

13. agree that if I have any concerns during my volunteering with the Cadet Forces, I will report these immediately using the appropriate procedure as detailed in the relevant Single Service cadet Force regulations.

14. understand and accept that I am a volunteer offering my services on a voluntary basis which can be terminated by me or the Cadet Forces at any time.

15. understand and accept that:

    a. there is no automatic entitlement to volunteer allowances or other payments.

    b. if I wish to claim such allowances I must apply for them.

    c. such allowances may only be paid where funds are available and even then, are only payable at the absolute discretion of the Cadet Forces.

16. any allowances or other payments which are approved will be paid to me by bank account so I will ensure that any changes of bank account are notified to the Cadet Forces.

17. agree that I will inform the Cadet Forces in writing, as soon as is practicably possible and no later than 14 calendar days, of any significant changes to my personal circumstances that affect my continued suitability for volunteering with the Cadet Forces, such as being placed on the barred list[3,4] or medical fitness, as well as changes that are important for administrative purposes such as change of name, permanent civilian address and next of kin.

18. understand and accept that I am engaged as a volunteer and that there is no intention on the side of either party that this agreement should create an employment relationship or worker arrangement either now or at any time in the future.

Signature : _____ Date: _____

Name: _____

[1] The Cadet Forces henceforth referred to in this document refer to the Sea Cadets Corps (SCC), The Army Cadet Force (ACF), the Air Training Corps (ATC), the Volunteer Cadet Corps (VCC) and the Royal Navy, Royal Marines, Army and Royal Air Force Sections of the Combined Cadet Force (CCF).

[2] As laid down in appropriate Joint and Single Service Cadet Force Regulations, including The Regulations for the MOD Sponsored Cadet Forces (JSP 814), The Sea Cadets Volunteer Handbook, The CCF Manual (JSP 313), The ACF Manual (AC 14233) and The ACO Manual (AP1919).

[3] **Disclosure and Barring Service (England, Wales and Northern Ireland)**
The Disclosure and Barring Service (DBS) helps employers in England, Wales and Northern Ireland make safer recruitment decisions and prevent unsuitable people from working with vulnerable groups, including children. The DBS decides whether it is appropriate for a person to be placed on or removed from a barred list.
Under safeguarding vulnerable groups legislation:

- a person who is barred from working with children or vulnerable adults will be breaking the law if they work or volunteer, or try to work or volunteer, with those groups
- an organisation which knowingly employs someone who is barred to work with those groups will also be breaking the law
- if your organisation works with children or vulnerable adults and you dismiss a member of staff or a volunteer because they have harmed a child or vulnerable adult, or you would have done so if they had not left, you must tell the Disclosure and Barring Service (DBS)

[4] **Protecting Vulnerable Groups (Scotland)**
Under the PVG scheme, broadly the same conviction and police information will appear on a Scheme Record Disclosure as appears on an enhanced disclosure. When someone seeks to join the scheme, any conviction information will be assessed by Disclosure Scotland and if they are not unsuitable, they will become a scheme member.
If the individual is already barred from working with children or/and adults, the individual will not be eligible to join the scheme and no scheme disclosure will be issued (and the individual may be prosecuted for seeking to undertake a post in regulated work while listed).