



NORFOLK POLICE AUTHORITY

Ensuring an Efficient and Effective Police Service

**NORFOLK POLICE AUTHORITY
INDEPENDENT CUSTODY VISITOR
APPLICATION FORM**

(PLEASE COMPLETE IN BLOCK CAPITALS)

PERSONAL DETAILS

Forename(s)	Surname	Title (Mr, Mrs, Miss, Ms, Dr)
Any other name(s) by which you have been known		Date of birth
Permanent Address		
Postcode		
Contact telephone numbers (please indicate your preferred option)		
Home	Work	Mobile
Current occupation/business and nature of role		
Name and address of current employer/business		

If necessary, will you be able to take time off work to undertake your duties as an Independent Custody Visitor?

Yes

No

Note: If you are employed, you may be given reasonable time off under Section 29 of the Employment Protection (Consolidation) Act 1978. You should discuss this with your employer.

Are you, or have you been in the last five years, an officer/employee of Norfolk Police Authority/Norfolk Constabulary (e.g. police officer, member of police staff, member of the Police Authority, Special Constable, Police Community Support Officer) or a Justice of the Peace?

Yes

No

Note: To avoid potential conflict of interest, officers/employees of Norfolk Police Authority/Norfolk Constabulary and Justices of the Peace, who have served within the last five years, will not be considered for participation in the Scheme. Applications from others involved within the criminal justice system e.g. Solicitors, Probation Officers etc, will be considered on an individual basis.

Do you consider yourself to have a disability (as defined under the Disability Discrimination Act 1995), or do you suffer from any medical condition that may affect your ability to carry out the duties of an Independent Custody Visitor?

Yes

No

(see below)

Note: The Disability Discrimination Act 1995 defines a disabled person with a physical or mental impairment which has a substantial and long term effect on his/her ability to carry out normal day to day activities.

If yes, please provide details:

Note: This information will not necessarily affect your application and will be treated as strictly confidential

INFORMATION IN SUPPORT OF YOUR APPLICATION

How did you learn about Independent Custody Visiting?

Having read the materials provided with this application form, what skills, experience and qualities do you feel you would bring if you were appointed as an Independent Custody Visitor?

(Please provide details of any other relevant information including hobbies/interests and voluntary work which you are/have been involved with. You may continue on a separate sheet if necessary)

Have you ever been an Independent Custody Visitor before?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
Note: If yes please provide details below	
Are you an Appropriate Adult and/or Lay Observer appointed under the Criminal Justice Act 1991?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>

REFERENCES

Please give details, including initials and correct form of address, of two referees, not related to you (and who have known you for two years) who have agreed to support your application	
Name Address Postcode	Name Address Postcode
Occupation Telephone	Occupation Telephone
Declaration I agree to Norfolk Police Authority undertaking security checks in connection with my application as 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 as necessary and complete the appropriate undertaking in respect of confidentiality. I note that, under the terms of the Data Protection legislation, personal data supplied may be held or verified on or by computer, and also manual records. The information will not be used for any purpose other than the selection and appointment of Independent Custody Visitors. I declare that the information I have provided is accurate to the best of my knowledge and belief.	
Signed	Date

When completed please return this form to:

Sarah Bryant
Independent Custody Visiting Scheme Administrator
Norfolk Police Authority
Jubilee House
Falconer's Chase
Wymondham
Norfolk
NR18 0WW

Please also complete the equal opportunities monitoring form enclosed