



Community Partnership Application Form (Schools)

Dear Prospective Community Partner,

Thank you for your interest! We would be happy to have you engaging with our seniors at St Joseph's Home and are heartened that you have chosen to us to spend your time with.

Different schools approach us for different reasons – some to fulfil their Values-in-Action (VIA) requirements, others to gain meaningful experiences or for spiritual purposes.

To help you decide if St Joseph's Home is indeed the right place for you, kindly complete our screening tool before continuing with this application.

Once you have completed the tool and are certain that we are the place for you:

Important notes

If you are a student and plan to volunteer as an individual, please fill out the application form for individuals.

If you are a teacher or student leader, who is applying on behalf of your student group, please fill up this application form and email it back to us.

We highly recommend your school to consider a Pre-Volunteer Service Learning curriculum component for your students. It will be conducted by our training partners prior to the student's visit to our home. This is to better equip students with relevant skills to communicate and work with seniors.

The Pre-Volunteer Service Learning would include role plays and tips on how to approach seniors, helping students understand what it means to be a senior and what service to the community entails.

Based on past experiences and feedback, students who have gone through the learning programme prior to their visitation found their time spent volunteering with seniors more meaningful, and it helped with managing their expectations when they are here.

In addition, we would also encourage your students to adopt specific projects that they could work with our senior on a regular, long-term basis. This helps the students to get to know the seniors better, and vice versa, enabling fulfilling relationships to be cultivated. You may browse the list of volunteer opportunities on our website for more details.

We would also be happy to meet and discuss this further.



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Do note that we will accord priority to schools who meet the following conditions:

- ✓ Maximum of 25 students at any one time
- ✓ Students are trained in a specific skill (e.g. art, dance, music instrument, computer/IT)
- ✓ Schedule Flexibility (requests submitted at least 1 month in advance for planning)
- ✓ Have a detailed plan on what you'd like to do at the home

Feel free to contact us at volunteer@stjh.org.sg or 6268 0482 if you have any questions.

We look forward to working with your group!

Community Management Team
St Joseph's Home



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Please fill up the form accordingly and email it back to us at volunteer@stjh.org.sg.
All information provided will be kept in strictest confidence.

SECTION 1: CONTACT DETAILS OF PERSON-IN-CHARGE

*Please circle as appropriate

Name of School:	Name of Group: (e.g. Class 2A, Girl Guides)
Address of School:	
Salutation of Key Contact Person: *Ms / Mrs / Mdm / Mr / Dr	
Full Name: (underline surname)	
Contact number: (School)	(Mobile)
Email:	
Preferred Day: <input type="checkbox"/> Weekday (Pls specify): _____ <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday	Preferred Time: <input type="checkbox"/> 9.30am – 11.00am <input type="checkbox"/> 2.30pm – 4.30pm
How long do you intend to volunteer with us? Frequency: * Weekly / Fortnightly / Monthly / Ad hoc / Once or twice a year Duration: * Less than 1 month / 1-3 months / 4-6 months / 1 Year / >2 Years	
Group size: _____	Age range of students: _____
No. of accompanying staff: _____	
Proposed activities: (Please provide as detailed a programme as possible. Priority will be given to those with a clear idea of what they hope to achieve and whose activities are meaningful to the seniors.)	



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SECTION 2: ABOUT THE STUDENTS / STAFF

<p>Is this your first time volunteering? * Yes / No</p> <p>If no, please share more about your past volunteering experience(s).</p>		
Organisation name	Period of service	Description of volunteer work
<p>Please give a brief description of your group. (e.g. goals and objectives of the group, frequency of meeting, profile of its members, etc)</p>		
<p>How did you know about St Joseph's Home?</p>		
<p>Are you familiar with the type of residents living in our home and the care they receive? * Yes / No</p> <p>(If no, please visit www.silverpages.sg to find out more before completing this form. This is also to help you decide if St Joseph's Home is the best place for you)</p>		
<p>Objective of Visit:</p> <p><input type="checkbox"/> Fulfil VIA requirements</p> <p><input type="checkbox"/> Fulfil other school requirements (Please specify): _____</p> <p><input type="checkbox"/> Others (Please specify): _____</p>		
<p>If this is for a project, please provide as much details about the project as possible. Include specific project goals (e.g. to have the seniors complete a survey form at the end of the volunteering)</p>		
<p>What skills and/or abilities do members of this group have that you think would be useful for volunteering with seniors?</p>		
<p>Any other comments?</p>		



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Declaration

I declare that the information provided in this application is true and correct. I agree that failure to disclose any material fact or falsifying information may result in the termination of the Community Partnership with St Joseph's Home.

I confirm that I agree and understand that the information may be disclosed to any party within St Joseph's Home (STJH) or to Catholic Welfare Services (our parent organisation) with purpose for application and proper interest to volunteer work and will indemnify STJH from any liability whatsoever for supplying such information under the specified circumstances.

I understand that STJH requires parental consent for volunteers below the age of 16. If my group involves members below the age of 16, I or the organisation that I work for, are responsible for supervising them during the volunteer work.

I agree to observe the rules, policies and procedures, concerning expected conduct from volunteers, and respecting the privacy and confidentiality of residents and their family members. I understand that failure to do so may result in termination of the partnership with St Joseph's Home.

I consent St Joseph's Home to record and use my name, image, voice, video and interview for its publicity materials for the purposes of enabling St Joseph's Home to further its mission in the community.

I acknowledge that STJH reserves the right to accept or decline my application to volunteer based on the organisations' needs.

Applicant's Acknowledgement

Name (as in NRIC): _____

NRIC / FIN No. (last 3 digits & checksum e.g. Sxxxx567/A): _____

Signature: _____ Date: _____