

Name: ..... Your Trust Membership No: .....

(Please Print)

Your age group    16/17        18 to 21        22 to 30        31 to 45        46 to 55        56 to 65        Over 65  
 (Please ✓)        [    ]        [    ]        [    ]        [    ]        [    ]        [    ]        [    ]

Address: .....

Postcode: .....Telephone: .....Email Address.....

Occupation or Special/Craft Skills: .....

How frequently would you like to volunteer? .....

Have you been a volunteer on the Llangollen Railway before? YES/NO

What did you do? ..... Approx. date.....

Have you previous railway experience? YES/NO Please give details.....

Thank you for your interest - Please put your choice in the table below (you can change your ideas later, of course)

Type of task	Llangollen	Berwyn	Glyndyfrdwy	Carrog	Corwen	√ = choice	Notes
Station Staff							< Indicate preference for location 1,2,3 etc
Station Preservation							< Indicate preference for location 1,2,3 etc
Signaller							Different locations as trained
Guard							On train work. Usually requires other experience.
Engine Driver							After much experience! Not directly recruited.
Fireman							At Llangollen, or on train work. Start as a Cleaner.
Railcar Group							At Pentrefelin, or on train work
Diesel Group							At Llangollen, or on train work
Ticket Inspector							On train work
Workshops							Supervised Work at Llangollen, with one of the Locomotive owning groups.
Signal & Telecomm.							Supervised Work along the line
Permanent Way							Supervised Work along the line
Carriage & Wagon							Supervised Work at Pentrefelin Works
Fencing, lineside work							Supervised Work along the line
Other opportunities	Assisting with Santa Specials	Assisting with Other Events		Assisting with Office duties			<Please tick any of these if you could help.

I have read and understood both the Equal Opportunities and Diversity Policy and the Safeguarding of Children and Adults at Risk statement overleaf.

# Llangollen Railway Trust Ltd

Signed: ..... Date: .....

Print name: .....

*Please return this form to:*

New Volunteers, Llangollen Railway Trust Ltd., Abbey Road, LLANGOLLEN LL20 8SN

## **Equal Opportunities and Diversity Policy – What this policy covers**

The Railway recognises the benefits of a diverse workforce and is committed to providing an environment that is free from discrimination. The Railway will seek to promote the principles of equality and diversity in all its dealings with employees, volunteers, workers, job applicants, clients, customers, suppliers, contractors, recruitment agencies and the public. All Volunteers are required to adhere to this policy when undertaking their duties or when representing the Railway in any other guise.

### **Your entitlements and responsibilities**

#### Unlawful discrimination

Unlawful discrimination of any kind in the working environment will not be tolerated and the Railway will take all necessary action to prevent its occurrence. Specifically, the Railway aims to ensure that no employee, volunteer or job applicant is subject to unlawful discrimination, either directly or indirectly, on the grounds of gender, race (including colour, nationality and ethnic origin), disability, sexual orientation, marital status, part-time status, age, religion or belief. Equal opportunities practice is developing constantly as social attitudes and legislation change. The Railway will review all policies and implement necessary changes where these could improve equality of opportunity.

### **Procedure**

#### Complaints of discrimination

The Railway will treat seriously all complaints of discrimination made by employees, volunteers, clients, customers, suppliers, contractors or other third parties and will take action where appropriate. If you believe that you have been discriminated against, you are encouraged to raise the matter as soon as possible with a Manager using the Railway's Grievance Procedure. Allegations regarding potential breaches of this policy will be treated in confidence and investigated thoroughly. If you make an allegation, the Railway is committed to ensuring that you are protected from victimisation, harassment or less favourable treatment. Any such incidents will be dealt with under the Railway's Disciplinary Procedures.

#### Investigating accusations of unlawful discrimination

If you are accused of unlawful discrimination, the Railway will investigate the matter fully. During the course of the investigation you will be given the opportunity to respond to the allegation and provide an explanation of your actions. If the investigation concludes that the claim is false or malicious, the complaint may be subject to further actions. If the investigation concludes that your actions amount to unlawful discrimination, you will be subject to formal actions and may be asked to leave the railway as a Volunteer and your membership suspended.

### **Safeguarding of Children & Adults at Risk**

The Railway is committed to safeguarding and promoting the welfare of children and adults at risk and expects all staff (including volunteers) to share this commitment. Some roles are subject to an enhanced DBS Disclosure.