

GUIDANCE NOTES

FOR COMPLETING APPLICATION FORM



SECTION 1: PERSONAL DETAILS ABOUT YOU

In this section, you are required to provide all your personal details including full addresses/dates of where you lived within the last five years and full details of family members including anyone who is living in the same house as you. Please make sure that you provide as much information as possible and that the details are accurate. During the process, we will keep you updated regarding your application by email or telephone. It is important that you provide us with your contact details, especially your email address as this is our most used method of communication.

SECTION 2: PERSONAL STATEMENT

This is the main part of your application. In no more than 200 words per box, tell us about your hobbies, interests and why you want to apply for a Volunteer Police Cadet position. Don't forget to tell us about any extra activities you do or anything else you feel is relevant. Think about what makes you suitable for the role.

SECTION 3: PARENTAL CONSENT

You will need to ask a parent or a guardian to complete this section. They will need to sign this part to agree that they allow Dyfed-Powys Police to carry out checks before you can start the role (if successful)

SECTION 4: DECLARATION

After completing the form, you will need to sign the declaration. This is to show that you have provided us with accurate information and that you agree to have provided all the information you can. By signing this section, you also agree for us to go ahead with our recruitment processes and checks if you are successful. If you are emailing the application form, the sending of the form demonstrates consent for Dyfed-Powys Police to undertake these checks as part of the recruitment process.

- The application form is not a test. We are looking for the best candidates who will contribute to and benefit from the cadet scheme.
- It is very important that the application form is completed by the applicant, and that you consider the questions carefully and answer them honestly. Should it be apparent that the form has not been completed honestly, or that someone else has completed the application form your application may be rejected.
- All applications will be assessed on their merits and while we will seek to find a place for every applicant we cannot guarantee that this will be possible. You may be placed on a waiting list and offered a place should one be made available.
- Dyfed-Powys Police is an equal opportunities organisation and as such we seek to make our Cadet units representative of our communities.