

STUDENT VOLUNTEER PROGRAMME - MIDWIFERY

Our programme is extremely popular and we can only offer a limited number of places each month. The application dates are on our web page. Please note that each application date has a corresponding interview/induction date which is mandatory. Applicants must be able to attend the corresponding induction date. These dates are not inter-changeable. All inductions take place at the Lister Hospital.

Before you apply to join the student volunteer programme, please read the **Privacy Notice (available in the *Useful Info* box on the [Student Programme page](#))** make sure that you meet the criteria and can provide the ID documents we need.

The application process:	
• Applications will only be considered if the application is made on line between 07:00 and 08:00 on the application date (see timetable on web page).	
• Places are offered on a first-come first-served basis within that time frame.	
• If your application is successful we will email you the same day to agree shifts. We will ask you to submit your ID documents, the completed agreement and health questionnaire .	
• We will also ask you to provide sufficient evidence of identity for us to undertake a Disclosure & Barring Service check (DBS).	
• We will apply for a reference.	
• There will be a non-refundable fee of £20 per person which covers the cost of ID, uniform and administration. This will be collected at the induction should you be accepted to join the programme.	
• Assuming that all our registration checks are satisfactory, the fee has been paid and you have attended the induction, we will agree a start date with you.	

Before you apply, using the checklist below, please make sure that you meet the criteria for the programme and can supply the documents we need.	✓
I am aged 16 or over	
I am working towards a career in midwifery	
I live within the following postcodes: AL1, AL3 – AL10, SG1 – SG19	
I can commit to one 3 hr shift a week for 15 weeks at the Lister Hospital	
I can attend the induction (date on web page) at the Lister Hospital	
I can attend a placement at the Lister Hospital in Stevenage	

We need 4 ID documents in total.

If you are in full time education, one of these should be a letter from your head teacher or college principal confirming your address.

In addition we need three documents from the list below:

- Current passport
 - Biometric residence permit (UK)
 - Valid UK driving licence (full or provisional, both parts)
 - Full or short British birth certificate, issued in the UK or Channel Islands
 - Birth certificate from overseas if issued by UK authorities overseas e.g. embassies, High Commissions and HM Forces
 - Adoption certificate – issued in UK or Channel Islands
 - Marriage certificate if your name differs from your birth certificate
 - Cards carrying the PASS accreditation logo (UK and Channel Islands)
 - Letter from head teacher or college principal (for students still in full-time education)
 - Utilities bill (UK) (not mobile telephone) (dated within the last 3 months)
 - Bank/building society account statement (UK or EEA) (dated within the last 3 months)
 - Bank/building society account opening confirmation letter (dated within the last 3 months)
 - Benefit statement – e.g. child allowance, pension (dated within the last 3 months)
 - Credit card statement (UK or EEA) (dated within the last 3 months)
 - Document from a central or local UK government agency or local council giving entitlement e.g. Dept. for Work and Pensions, Employment Service, HM RC (dated within the last 3 months)
 - Mortgage statement (UK or EEA) (dated in the last 12 months)
 - Financial statement (e.g. pension, endowment) (dated in the last 12 months)
 - P45/P60 statement (UK & Channel Islands) (dated in the last 12 months)
 - Council tax statement (UK & Channel Islands) (dated in the last 12 months)
 - UK Work permit/visa (UK) (still valid)
- Right to work in the UK: We need to ensure that anyone volunteering with the Trust has the right to work in the UK. If you are a foreign national from outside the EEA we will need to see a passport stamped with the expiry date of any leave to enter or remain in the UK. This needs to be in excess of nine months from the date of application.

As a patient companion, you will be allocated one 3-hour shift for a 15-week period where you will have an opportunity to improve your communication skills, learn about multi-disciplinary working and increase your knowledge of midwifery as a career.

There is a choice of four shifts 08:00 – 11:00, 11:00 – 14:00, 14:00 - 17:00, 17:00 – 20:00. Think carefully about your choice of shifts as you will need to do the same shift for the entire 15 weeks. Please give us as many options as possible as places are limited.

The maternity programme is based around a 5 week cycle that is repeated 3 times to ensure that you get the best out of the time you are on the unit. It has been designed by our midwives to meet specific basic learning objectives. At the end of your 15 weeks you will return your log sheet and ID to us. We will then send you a letter confirming your attendance. This is a useful piece of evidence for your UCAS application.

Making the application for a maternity placement

Complete your [application form](#) and submit it by email to Studentvol.enh-tr@nhs.net. Quote “Maternity” in the subject line. Make sure you submit it on the right day at the right time. See webpage for details. **Please do not apply until you have all the documents we need.**