



## Bookbug for the Home Training - Application Questions

Bookbug for the Home is for practitioners and volunteers working in the community to support individual families. The training will enable them to enhance their family support work with songs, rhymes and stories. Bookbug for the Home is a flexible approach that can be used to support mums, dads and carers with sharing songs, rhymes and stories with their children (0-5 years old), particularly where they face barriers to participation due to their personal circumstances. The course provides all of the theoretical and practical knowledge, and resources they will need to deliver Bookbug activities while working one to one with a family, either in a family's home or digitally. This course is aimed at practitioners and volunteers who do not have a lot of experience with sharing songs, rhymes and stories.

Information about upcoming Bookbug for the Home training dates and application deadlines can be found on the [Scottish Book Trust website](#).

**Applications must be submitted through our online form. A link to the online application will be available on Scottish Book Trust's website when applications are open.** Candidates will be required to complete the following questions as part of the application process. The online application form must be completed in one attempt so it is strongly recommended that the applicant prepares answers to all the questions below before attempting to complete the online application form.

This application should be completed by the prospective delegate. **If you awarded a place on a training course, this is not transferable to another member of staff - it is for the named person only.**

### Privacy Policy

Scottish Book Trust is a national charity changing lives through reading and writing. We are committed to respecting and protecting your personal data. The privacy statement, [available on our website](#), explains why we collect your personal data and how we use it.

If you have any questions or you need additional support with the application process, please don't hesitate to contact the Bookbug team at [bookbug@scottishbooktrust.com](mailto:bookbug@scottishbooktrust.com) or call 0131 524 0179.

## Bookbug for the Home Training – Application Questions

Questions marked with a \* require an answer.

**1. Have you previously attended Bookbug for the Home training?\***

- No
- Yes (if you have selected this choice you should register for [Bookbug for the Home Refresher Training](#) instead)
- Not sure

**2. What size are the groups you are intending to work with?\***

- I will be working with groups of families. (if you have selected this choice, our [Bookbug Session Leader training course](#) may be more suitable for you.)
- I will be working individual families and to support them with their singing, rhyming and book sharing
- I intend to do both

**3. Have you previously attended our Bookbug Session Leader training course?\***

- No
- Yes
- Not sure

**4. About You:**

First Name\*:

Surname\*:

Job Title\*:

Organisation Name/Workplace (the organisation that is supporting you with using Bookbug for the Home)\*:

Email Address\*:

Phone number\*:

**5. Which local authority do you primarily work in?\***

**6. Which Bookbug for the Home training dates would you be able to attend? (please tick all applicable dates)\***

(A selection of dates will be provided on the online application and advertised on the [Scottish Book Trust website](#))

## 7. Eligibility criteria

Please indicate the eligibility criteria that you meet below\*:

- I am affiliated with an organisation, either as a staff member or volunteer, which will support my use of Bookbug for the Home.
- I plan to use the Bookbug for the Home approach with families with children (0-5 years old), not just to children by themselves.
- I am over 16
- I plan to start using Bookbug for the Home within 2 months of my training course

## 8. Rules for Bookbug activities

- Bookbug activities cannot be charged for, and must not be held in places which are only accessible by parents paying a fee or making a donation. They cannot be included as part of an activity, play group, or fun day that has a charge or requests or recommends a donation from families. Even the smallest fee, or the suggestion of a donation, would mean that some families would not be able to take part.
- The Bookbug brand should never be used to promote religious, political or commercial groups or ideas.
- Delegates using Bookbug for the Home should keep their contact details up to date with Scottish Book Trust

I confirm that I have read and will abide by the above rules\*

## 9. Child Protection requirements

Delegates using Bookbug for the Home should:

- Be members of the Protecting Vulnerable Groups (PVG) scheme
- Have read their organisation's child protection and safeguarding policies and procedures.
- Know who their organisation's Designated Child Protection Officer (DCPO) is.
- Understand their organisation's guidelines and procedures for raising a child protection concern.

I confirm that I am a member of the PVG scheme and meet these child protection requirements.\*

**10. Ongoing contact with the Bookbug Programme** - In order to monitor the effectiveness of our training and the provision of Bookbug across Scotland, we require all trainees who have attended a funded Bookbug training course to provide us with feedback and share statistical information on an annual basis. To

facilitate this process we will share your contact details with the Bookbug Coordinator in your Local Authority. Bookbug Coordinators and Scottish Book Trust will only contact you in relation to Bookbug training, local Bookbug programme updates and to request your feedback. By attending a funded Bookbug training course you are consenting to your data being shared in this way.\*

I consent to my data being used in this way.

**11. Indication of need**

**We have limited places on our training courses and want to make sure that each funded place has an impact. Please tell us about the families that you will engage with Bookbug for the Home and how you will fit Bookbug for the Home into your role. For example, what are the barriers that the family/families that you support face with songs, rhymes and book sharing? (max 150 words)\***

**12. Please add any additional information you think will be relevant to your application (max 150 words)**

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