

APPLICATION FORM

Position Applied for	Date:
When would you be available to start?	
Where did you hear about this application?	

PERSONAL DETAILS

Title:	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	<input type="checkbox"/> Other (please specify)	
First name(s) in full						
Surname (family name)						
Current full postal address:						
Post code:						
Telephone numbers:						
Home (including area code):						
Mobile :						
Work number:						
May we ring you at work?		YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	
Email address:						

CAREER HISTORY

Present or most recent position:						
Employer:						
Nature of Business:						
Address:						
						Post code
Position held:						
Start date:						
Notice required:				Leave Date:		
Reasons for leaving:						
When would you be available to start at Busikids?						
Basic Salary			per annum			Per hour
Description of duties for your current job please use a separate sheet if necessary						

3. Career and Education History

Please provide details of both your career and educational history in chronological order since leaving secondary education. Include education and training, part-time and voluntary work as well as full time employment. Give start dates and end dates, explanations for periods not in employment, education or training and reasons for leaving employment. Please continue on a separate sheet if necessary. **A CV will not be acceptable.**

Education/Job	Start date (MM/YY)	End Date (MM/YY)	Reasons for leaving

QUALIFICATIONS please list all academic/vocational qualifications not listed on previous page:

Qualification	Grade	Date

Hobbies and Interests Continue on a separate sheet if necessary

Please give details of at least two referees.
 One referee should be your current or most recent employer. At least one should be able to comment on your work with children.
 If you have not worked in a paid capacity a reference from your school or college is acceptable.
 References WILL NOT be accepted from relatives or references written solely in their capacity of personal friends. Open references are not accepted.

References may be taken up BEFORE selection; please indicate if this is acceptable.	YES	NO
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Details will be sought regarding disciplinary offences relating to children, including any penalty which is time expired.

	Referee 1	Referee 2	Referee 3
Name: with title			
Capacity in which This person knows you			
Address, including Post code:			
Telephone Number Please give <u>Email Address:</u>			

SUPPORTING INFORMATION

Please provide a personal statement setting out examples of how you can demonstrate the skills, competencies, personal qualities and expertise that are set out in the Job Description and Personal Specification (Continue on a separate sheet if necessary.) A CV will not be Acceptable

Do you have a current enhanced DBS check? Yes / No

Is this registered with the online check system? Yes / No

Certificate Number:

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ASYLUM AND IMMIGRATION ACT 1996

In accordance with the Asylum and Immigration Act 1996 (amended February 2008) we are required to check your eligibility to live and work in the UK.

Please confirm that you will be able to provide this evidence at interview **Yes** **No**

Do you have a National Insurance Number? Please write here

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Are there any restrictions to your right to live and work in the UK, such as a work permit or Worker Registration Scheme? **Yes** **No**

If yes, please provide details

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REHABILITATION OF OFFENDERS ACT

Posts that involve working with children are exempt from the Rehabilitation of Offenders Act 1974 and you must therefore declare any convictions, cautions and bind-overs, including any that would normally not be mentioned. Information given will be kept confidential and will only be used in relation to the application for the job.

Have you ever been convicted of a criminal offence?	YES		NO	
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If **yes**, please give details of the date, the nature of the offence and the penalty imposed. This should be written on a separate sheet that can be returned in a sealed envelope with this form, if you so wish.

DECLARATIONS

I declare that:

• To the best of my knowledge all the information given is true and accurate, I accept that false information may result in my application being disqualified and if appointed could lead to dismissal.

• I understand that an enhanced DBS Disclosure may be carried out if I am successful, there is a charge for this if I leave Busikids within one year of employment.

• I am not disqualified from work with children, or subject to sanctions imposed by a regulatory body

Signed		Dated	
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Please return this form to:

Louise Fuller
Nursery Principal
Busikids Ltd.
Upper Northam Drive
Hedge End
Southampton
SO30 4BG