



THE FROEBELIAN SCHOOL
Giving a Flying Start to the Citizens of Tomorrow

Our recruitment processes follow the guidelines for 'Safer Recruitment in Education'. Applications must be submitted on an application form and cannot be accepted on Curriculum Vitae alone.

Position applied for		How did this position come to your notice?	
Playground Assistant – January 2019			
Personal details			
Surname:		Forename(s):	
Previous name(s):		Title:	
Address:		Daytime Telephone:	
		Evening Telephone:	
		Email address:	
National Insurance No:			
Do you have a valid and clean driving licence?			

Any offer of employment will be conditional on verification of medical fitness. Do you know of any reason, on grounds of mental or physical health, why you should not be able to discharge the responsibilities required by the post in question?	Yes		No	
Do you have the right to work in the UK	Yes		No	
NOTE: We will require proof of this right before an offer of employment can be confirmed. If you are not British or EU national, please give full details of any conditions related to your employment:				

Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (exceptions) Order 1975. Applicants are, therefore, not entitled to withhold information about convictions which for other purposes are 'spent' under the provisions of the Act and, in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Employer. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies.

Have you any criminal convictions 'spent' or 'unspent'?	Yes		No	
Have you any police warnings or cautions?	Yes		No	

If YES to either of the above questions please give details on a separate sheet and put in an envelope marked 'Private and Confidential' and attach it to your form.

EMPLOYMENT HISTORY

We require a full and complete work history. Please list all employers from present to first in that order. *(continue on a separate sheet if necessary)*

Present Employment:

Job Title:		Employment dates:		
		From:		To:
Employer and address:				
Current salary:				

Please give a brief description of current duties, responsibilities and achievements:

Previous Employment:					
Dates (mm/yyyy)		Name and address of employer	Brief details of duties and position held	Leaving salary	Reasons for leaving
From	To				

Please continue on a separate sheet if needed.

If there are any gaps in your employment or education history please explain them here:

Education and Qualifications: *(continue on a separate sheet if required)*
Please give details of **secondary** school / college education including any GCSE, A levels or equivalent vocational courses.

Dates (mm/yyyy)		Full Name and address of school / college	Qualifications obtained and grade / level
From	To		

Please give details of any higher education and equivalent courses:				
Dates (mm/yyyy)		College / University	Qualifications and grade / level	Name of awarding body
From	To			

Please give details of any other work-based training you have undertaken which you considered relevant to your application:

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References

Please give the names and contact details of at least two referees who can comment on your suitability for this position (where possible, these should be from two different organisations). One should be your current or most recent employer (Note: if you are not currently working with children but have done so in the past the second referee should be the employer by who you were most recently employed in work with children). We cannot accept references from relatives or people who you only know as friends.

*Please note that if you are shortlisted for this post we would ideally like to contact these referees ahead of interview. If you have any concerns about us doing so then please clearly indicate.

	1	2
Name of referee:		
Job Title:		
In what capacity do you know the referee:		
Business Name:		

Business Address:		
Postcode:		
Telephone number:		
Email address:		

Supporting Information

Please provide additional information in support of your application, giving examples of how you meet the criteria in the Person Specification, explaining how your skills, knowledge and experience will enable you to perform the duties in the Job Description (you may enclose a letter of continue on a separate piece of A4 paper, please put your name clearly at the top of each sheet)

Declaration:

I certify that the information given on this form is true in every respect and consent to this data being received and held subject to the Data Protection Act (2018). I declare the information I have given on this form is complete and accurate and that I am not banned or disqualified from working with children nor subject to any sanctions or conditions on my employment imposed by The Independent Safeguarding Authority, the Secretary of State or a regulatory body. I understand that knowingly giving false information, or omitting any relevant information, could result in the withdrawal of any offer of appointment, or my dismissal at any time in the future and possible criminal prosecution. If my application is unsuccessful I understand that all my details will be erased from the school's database.

I accept that, if I am offered a position, my engagement will be subject to a Disclosure and Barring Service (Enhanced Certificate), satisfactory references, and to my passing a medical examination if requested.

<div style="border: 1px solid black; padding: 5px; min-height: 60px;">Signed:</div>	<div style="border: 1px solid black; padding: 5px; min-height: 60px;">Date:</div>
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(An electronic submission of this form will be taken as acceptance of these conditions. Please write your name and date the form)