**Join the Family - Application Form**

**Position applied for:**

**Name:**

**Address:**

**Email: Phone:**

**DoB:**

Please provide the names, organisations, job titles, addresses, email and phone numbers of two referees. At least one must be your current or most recent employer (or professional such as a teacher) and one should be a character reference from a professional who knows you well.

**Character Reference: Professional Reference**

Name

Relationship to you

Organisation/role

Contact details

May we contact

This person now?

**Education and training**

Dates Place of study Qualifications attained

**Work History**

Beginning with your current or most recent employer and working backwards in chronological order, please give details of your career to date.

Dates Employer details Job title and roles Reason for leaving

**About you**

Please tell us about yourself in less than 100 words. What are you interests and passions, what excites and motivates you?

Why do you want to work for us?

Please tell us anything else that you would like us to know about your relevant experience or why you would like to be considered for this role.

**Rehabilitation of Offenders Act**

Under the provisions of the Rehabilitation of Offenders Act, you do not have to disclose information on certain convictions after a set period of time, as they become ‘spent’. However, this post is exempt from the above Act, therefore, ALL convictions and any cautions or bind-overs must be declared and cannot be regarded as ‘spent’.

YES? NO?

If Yes, provide further details below

Have you ever been convicted of a criminal offence?

Have you ever been convicted of a criminal offence? **Tick as appropriate**

Further details:

YES? NO?

If Yes, provide further details below

Having a criminal record will not necessarily bar you from working with us. **Tick as appropriate**

**Tick as appropriate**

Further details:

**Safeguarding**

The role may involve working with children and vulnerable adults, and the responsibilities to safeguarding that this involves.

Have you ever been convicted of a criminal offence?

YES? NO?

If Yes, provide further details below

Have you ever been known to any Children’s Services department, Police, LADOs and NSPCC as being a risk or potential risk to children and/or adults at risk? **Tick as appropriate**

Further details:

Have you been the subject of any disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children and/or adults at risk? **Tick as appropriate**

YES? NO?

If Yes, provide further details below

Further details:

**Health**

Please specify any special access

requirements you may have in

order to attend interview.

**Confirmation of Declaration (tick box below, then sign & date)**



I agree to the information being processed in accordance with the Data Protection Act.



I agree that the information provided here may be processed in connection with recruitment purposes and I understand that an offer of employment may be withdrawn, or dismissal may result if information is not disclosed by me and subsequently comes to The Hideaway’s attention.

Signed Date