

Other

If applicable, please supply information for any periods that you have not accounted for under the employment section above e.g. unemployment, career break, travel, voluntary work etc.

From date dd/mm/yy	To date dd/mm/yy	Details

Education & Training

Please complete in chronological order starting with the most recent – continue on a separate sheet if necessary

Date from dd/mm/yy	Date to dd/mm/yy	Name of university, college, school or other place	Subject studied and qualifications gained with grades	Name of awarding body

Do you hold any of the following?

	Yes/No	Date issued where applicable	Name of awarding body where applicable
Enhanced DBS for working with children			
First aid certificate			
Driving licence			

Personal Statement & Additional Information

Please explain briefly why you feel you are a suitable candidate for the position for which you are applying and how you feel you meet the requirements set out in the Person Specification

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Health

Do you have any health issues which could affect your duties as outlined in the job description? If yes, please give details below:	Yes / No

References

Please provide contact details of two **professional** referees. One of them must be your current or most recent employer.

First Referee: Current / most recent employer	Second Referee
Name:	Name:
Organisation:	Organisation:
Position:	Position:
Relationship to you:	Relationship to you:
Email:	Email:
Telephone:	Telephone:

Declaration

The Weymouth English Centre is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment.

Interviews will explore your suitability to work with children and all applicants must be willing to undergo child protection screening including detailed checks with past employers and the DBS (formally known as the Criminal Records Bureau).

All posts involving direct contact with vulnerable children are exempt from the Rehabilitation of Offenders Act 1974. The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website.

Have you ever been convicted of a criminal offence which is not 'protected'?

Yes No

If you have answered 'yes', please supply details of all convictions in a sealed envelope marked "confidential" and attach to this form. If your application is successful, this information will be checked against information from the Disclosure and Barring Service (DBS) before your appointment is confirmed.

I confirm that I have not been disqualified from working with children, cautioned or sanctioned in this regard.

I confirm that the above information is complete and accurate and I understand that any offer of employment is subject to:

- a) two satisfactory references
- b) a satisfactory DBS certificate
- c) the information on this form proving to be complete and accurate

Providing false information is a criminal offence and could result in the application being rejected and the police being informed.

Signature - please type your name if you are completing this electronically	Date:
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