



Application for employment

This post is subject to a satisfactory Criminal Records check, which will disclose all cautions, reprimands and warnings as well as convictions. In addition to completing this application form, you are required to provide us with details of all spent and unspent convictions. Please send this information to us under separate, confidential cover. Remember to include your name, address and the position for which you are applying. We guarantee that the information you provide be used fairly and will only be seen by those who need to see it as part of the recruitment process. A criminal record will not necessarily bar you from the advertised position. This will depend on the nature of the position and the circumstances and background of your offences. However, failure to reveal this information would lead to the withdrawal of an offer of employment.

Surname	
Title	
Address:	
Postcode:	

Forenames	
Home:	
Mobile:	
Email:	

Please note, to enable us to comply with our obligations under the Immigration, Asylum and Nationality Act 2006, you will be asked to provide written proof of your right to work in the United Kingdom, before any job offer is made to you. You will be given details of the original document or documents which are required at the appropriate time.

Do you have a full current driving licence?	YES: <input type="checkbox"/>	NO: <input type="checkbox"/>
Is it free of endorsements? (If NO, give details):	YES: <input type="checkbox"/>	NO: <input type="checkbox"/>
Do you have an enhanced DBS disclosure?	YES: <input type="checkbox"/>	NO: <input type="checkbox"/>
If yes please give disclosure number and issue date:		
Do you require a work permit?	YES: <input type="checkbox"/>	NO: <input type="checkbox"/>
Have you ever been convicted of a criminal offence, conviction under the Rehabilitation of Offenders Act 1974? If yes, please give details separately	YES: <input type="checkbox"/>	NO: <input type="checkbox"/>
Do you have any police proceedings impending or outstanding against you?	YES: <input type="checkbox"/>	NO: <input type="checkbox"/>
National Insurance Number:		

Degree or equivalent

Please give name & address of school/college/university where you attained your qualifications, include dates between:

Professional qualifications (e.g. teaching, sendco, food hygiene, first aid etc.) and membership of professional organisations

Please list, giving dates of achievement:

Please give details of all previous employers, most recent first.

Employer: Address:	Date of employment	
	from:	
	to:	

Starting salary:		Final salary:	
Type of business:		Position held:	

Describe the work undertaken:

Reason for leaving:

Please give details of previous employers			
Employer: Address:		Date of employment	
		from:	
		to:	
Starting salary:		Final salary:	
Type of business:		Position held:	
Describe the work undertaken:			
Reason for leaving:			

Please give details of previous employers			
Employer: Address:		Date of employment	
		from:	
		to:	
Starting salary:		Final salary:	
Type of business:		Position held:	
Describe the work undertaken:			
Reason for leaving:			

(please attach a separate sheet as required)

References

Please give details of two referees (one of whom should be your present/last employer and not relatives or family friends).

Name:		Name:	
Occupation:		Occupation:	
Postal and email addresses:		Postal and email addresses	
Please indicate if we may contact referee prior to interview	YES: <input type="checkbox"/> NO: <input type="checkbox"/>	Please indicate if we may contact referee prior to interview	YES: <input type="checkbox"/> NO: <input type="checkbox"/>

Please outline the skills and competencies you have gained through paid employment and other work activities and interests which are relevant to your application for this job.

Please use this space to give any other information you feel is necessary to support your application including your reasons for applying to Daisy Chain Day Care Ltd

If your application is successful, you may be asked to consent to Daisy Chain Day Care Ltd verifying the information you have given in this form.

Sign and date the declarations and authorisation below	
I declare that the information given by me, to the best of my knowledge, is true and complete. I acknowledge that dishonesty or the giving of incorrect information on purpose may render this application and any subsequent employment invalid and subject to summary termination. In accordance with the Data Protection Act 1998, I hereby authorise Daisy Chain Day Care Ltd to process the information contained in this application form for recruitment and selection purposes.	
Name: (block capitals)	
Date:	
Signed:	

Daisy Chain Day Care is committed to an equal opportunities policy and will assess applicants for employment on merit and suitability. Daisy Chain Day Care is also committed to Safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Please return applications for all of the Daisy Chain Day Nurseries, if via the post and using the correct postage (post will not be collected from royal mail should postage be incorrect), to:

Abby O'Callaghan

Daisy Chain at Mytton Oak

Mytton Oak Road

Shrewsbury

Shropshire

SY3 8XD