



# Angel Day Nursery – Job Application



## POSITION DETAILS

Position Applied for		Where was job advertised?	
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## PERSONAL DETAILS

Name and Title		Date of Birth	
Address		Telephone (Home)	
		Telephone (Mobile)	
		National Insurance number	
Postcode		Current Drivers Licence	<b>Yes</b> <b>No</b>
Email Address			

## EDUCATION AND QUALIFICATIONS

### SCHOOL

Secondary School Attended (Include Dates)	GCSE's / A levels (or equivalent)	Grades:

### FURTHER EDUCATION / HIGHER EDUCATION / APPRENTICESHIPS

Please continue on a separate sheet if necessary...

Dates From - to	Place of Study	Course	Qualifications and Grades achieved

### OTHER RELEVANT TRAINING

Please continue on a separate sheet if necessary...

Dates Obtained	Qualification / Course	Name of awarding body

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

Please continue on a separate sheet if necessary...

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## EMPLOYMENT HISTORY – Most Recent First

Please continue on a separate sheet if necessary...

Dates: From - To	Name & Address of Employer	Job Title & Nature of work	Reason for Leaving

If there are any gaps in your employment history, please explain them here;

Please continue on a separate sheet if necessary...

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<b>Current Salary / Hourly Pay Rate:</b>	
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## RELEVANT SKILLS, EXPERIENCE AND ABILITIES

What skills, abilities or experience do you have that you feel are relevant to working with children under the age of 5 years? E.g. personal qualities, voluntary work experience, knowledge of childcare, previous experience ...

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## CRIMINAL CONVICTIONS

The position you are applying for is considered regulated activity and is therefore exempt from the Rehabilitation of Offenders Act 1974, which means that all convictions, cautions, court orders, reprimands and final warnings on your record need to be disclosed.

Please note employment is dependent upon obtaining a satisfactory Disclosure & Barring Certificate from the Disclosure & Barring Service.

**Do you have any criminal convictions, cautions, court orders, reprimands or final warnings on your record?** Yes  No

**If Yes** please give details on a separate sheet...

*All information provided will be kept securely in accordance with the requirements of the Data protection Act and only people directly responsible for recruitment will be informed of disclosed information on a need-to-know basis.*

## ELIGIBILITY TO WORK IN THE UK & IDENTIFICATION

**If shortlisted for interview you will be required to produce identification confirming your name, date of birth and address.**

## REFERENCES

Please give names and addresses of two referees. One should be your present employer or if not employed, your last employer. If you have not been employed before, you will need to supply referees who are able to comment on your ability to do the job applied for.

Reference 1		Reference 2	
Name:		Name:	
Company:		Company:	
Position:		Position:	
Address:		Address:	
Post Code:		Post Code:	
Telephone No:		Telephone No:	
Email Address:		Email Address:	
May we contact prior to interview if you are short listed: YES/NO		May we contact prior to interview if you are short listed: YES/NO	

**DECLARATION – Please read carefully before signing this application**

Are there any restrictions on you taking up employment in the UK? Yes  No

I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.

I agree that my previous employers may be approached for references.

I also agree that should I be successful in this application, I will apply to the Disclosure and Barring Service for a Disclosure and Barring certificate. I understand that should I fail to do so, or should the disclosure or reference not be satisfactory, any offer of employment may be withdrawn or my employment terminated.

*Digital signature is acceptable for online applications. Please note that you will be required to sign, by hand, the printed application form if selected for interview*

<b>Signed</b>		<b>Date</b>	
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**PLEASE RETURN TO:**

**Nursery Manager  
Angel Day Nursery  
16 Keynsham Road  
Cheltenham  
Glos  
GL53 7PX**



INVESTOR IN PEOPLE

info@angeldaynursery.co.uk

*Applicants should note that employment at Angel Day Nursery is subject to a satisfactory Enhanced DBS (Disclosure & Barring Services) Check and it is a mandatory part of Angel Day Nursery's recruitment process. Our Policies and Procedures are available to applicants on request and include Safeguarding.*