

Work placement application form

St Martins School is committed to safeguarding and promoting the welfare of children and young people and expects all employees, placements and volunteers to share this commitment. DBS checks are completed for staff, work placement and volunteers.

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Mobile

Why are you applying for a placement at the school?

Please mention any skills or experience that you bring to the role, and explain what you want to achieve.

References

Please provide two references, one employment reference and one character reference. Please let your referees know that we may contact them.

Employment referee	Character referee
Name	Name
Address	Address
Tel No	Tel No
Occupation	Occupation
Email Address	Email Address

Safeguarding Vulnerable Groups Act 2006

Have you ever been the subject of any allegations in relation to the safety and welfare of children, young people and/or vulnerable adults, either substantiated or unsubstantiated? Yes / No
 If you have answered yes to the above question, you must supply details on a separate sheet of paper, place it in a sealed envelope marked confidential and attach it to your application form.
 I have attached details requested. Yes / No

Please note that it is a criminal offence for a person that has been barred from working with children and young people to work or volunteer in a school.

Rehabilitation of Offenders Act 1974

Please note that for any role in a school **you must declare any convictions (including bind over and cautions)** regardless of whether or not they would be considered "spent" in other circumstances.

- Have you ever been convicted of a criminal offence? Yes / No
- Are there any alleged offences outstanding against you? Yes / No

If you have answered YES to either of the questions above, please give details below or, if you prefer, attach details in a sealed envelope marked 'strictly confidential'.

Do you have an enhanced DBS with barring check?_Yes/No
Date of check______ Check completed by______

You may need to have a DBS completed. If so this may incur a charge.

Declaration

I declar	e that the information given on this application form is true and correct	
Signed_		
Date		

Print name_____

How to return your form

Please return your completed application form to the school. <u>Clare.ellis@stmartins3-16.org</u> If school has an appropriate opportunity, you will be invited for interview at which point references would be sought.