



Pippins Preschool Application Form

Name:	
Address:	
Telephone number:	
Email:	
Position applying for:	
Date of birth:	
Do you have the right to work unrestricted in the UK?	Yes / No If you are called for interview, please bring relevant proof (e.g., passport, national ID card, visa).
Do you have an Enhanced DBS?	Yes / No
Do you already subscribe to the DBS updating service?	Yes / No If yes and you are called for interview, please bring your Update Service ID If no and you are called for interview, you will be required to subscribe to the DBS Update Service.
Are you disqualified from working with children?	Yes / No



Details of current employment	
Present employer name and address:	Post title and main duties or responsibilities:
Salary or wage:	
Date appointed:	
Days or hours:	
Period of notice required:	
Reason for leaving:	

Previous employment and experience, including voluntary and other relevant experience				
Please start with the most recent, accounting for any gaps in your employment history. Use a separate sheet if needed.				
Employer name and address	Job title and main duties	Dates		Reason for leaving
		From (month/year)	To (month/year)	



Details of Education and Qualifications

Please provide details of your education and other qualifications, starting with the most recent. Use a separate sheet if needed. If you are called for interview, please bring the relevant certificates with you (e.g., GCSEs, Level 2 certificate)

Course attended, qualification, subjects	Date		Grade or Level	School or College
	From (month/year)	To (month/year)		

Details of Training and Skills

Starting with the most recent, please provide details of any courses that you have undertaken and which are relevant to the job you are applying for. Use a separate sheet if needed.

Course Title	Grade	Date

Applicants with disabilities

We encourage applications from disabled people who have the necessary skills and experience for the post. If you have a disability, please outline below any reasonable adjustments you require to attend an interview or to help you in this job.

Do you require reasonable adjustment for your interview?	Yes / No
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Additional information

Please provide any additional information which you feel is relevant. Include any experience, skills and abilities you have gained, both in work or voluntary occupation. Explain why you feel that you are a suitable candidate for the position.

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Declaration of Criminal Record

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

Yes / No

References

Please give the details of two referees. One must be your current or most recent employer. References will be sought prior to interview and will not be accepted from relatives, or from people writing solely in the capacity of friends. No appointment will be confirmed without first receiving suitable references. Please ensure you have notified your referees that we will be contacting them, should you be called to interview.

Current/Most Recent Employer:

Company Name:

Contact Name:

Position:

Address:

Telephone Number:

Email:

May this reference be contacted without further authority from you? YES / NO

Second Reference:

Company Name:

Contact Name:

Position:

Address:

Telephone Number:

Email:

May this reference be contacted without further authority from you? YES / NO

Declaration

I hereby certify that all the information given on this Application Form and any attachments is true and accurate.

I understand and agree that:

- Providing false information may result in disqualification from the recruitment process or termination of employment.
- I understand that giving false information will invalidate an offer of employment or lead to termination of employment.
- If I cannot provide evidence of qualifications, suitable references and evidence of the right to live and work in the United Kingdom then the offer of employment may be rescinded and/or employment terminated.
- All information contained in this form will be treated as confidential, and used only for recruitment purposes. I give my consent for the information provided on this form to be held in digital or paper format and to be shared with other accredited organisations or agencies in accordance with the General Data Protection Regulation 2018.



- Under the Rehabilitation of Offenders Act 1974, failure to disclose non-protected convictions, reprimands or final warnings spent or otherwise will result in non-appointment or disciplinary action and potential dismissal.
- The post for which I am applying requires me to work with children and I hereby agree to a disclosure being made by the Disclosure and Barring Service about the existence and content of a criminal record, spent or otherwise. I understand that I would be required to sign up to the DBS Update Service and that any offer of employment would be subject to completion of initial DBS check.
- I am in possession of the certificates I claim to hold.
- I declare that I know of no reason why I should not be considered a proper person to teach and have contact with children and young persons, that I am not disqualified from working with children or subject to sanctions imposed by regulating bodies and I am aware that it is a criminal offense to knowingly not declare such information.

Signed:

Print name:

Date:

What we do with your information

If your application is unsuccessful, we will retain your information for six to twelve months. After that time, the application will be destroyed.

If your application is successful then we will keep your application, along with other documents regarding your employment, until six years after you have left.

If your application is successful then we would prefer if you can start after your DBS check has cleared. However, this is not always possible. We will check to see if you are listed on the Barred List, and see if you hold a DBS elsewhere.

All documents are stored in line with General Data Protection Regulation (2018).