

Beacon Reach Ltd.

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01254 878520
info@beaconreach.co.uk
www.beaconreach.co.uk



Beacon Reach is dedicated to safeguarding and promoting the welfare of children and young people and expects all employees to share this commitment.

Please complete in black ink

APPLICATION FOR THE POST OF _____

PERSONAL DETAILS:

Title	Surname	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Previous names(s)			
Forename(s)			

National Insurance Number	Date of Birth
DCSF Number (if applicable)	
Current address	
Home telephone number	
Mobile telephone Number	
Email address	
Do you have permission to work in the UK?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Do you have a clean UK driving license? (If no please give details)	YES <input type="checkbox"/> NO <input type="checkbox"/>

EDUCATION:

Please give details of Secondary and Further Education.

Dates attended from (mm/yyyy)	To (mm/yyyy)	Name of School / College / other institution	Qualifications obtained and Grade / Level

Please give details of any Higher Education and equivalent courses.

Dates attended from (mm/yyyy)	To (mm/yyyy)	Name of University / other institution	Qualifications, date obtained and Grade / Level	Name of Awarding Body

Please give details of any other professional or vocational qualifications you hold that are relevant to your application.
You must bring all your original certificates with you an interview

Dates obtained	Qualification and Grade / Level obtained	Name of Awarding Body

HOBBIES AND INTERESTS:

Please detail below any of your hobbies, skills and interests that you could share with the young people and how these could benefit the young people.

EMPLOYMENT HISTORY:

Please complete, starting with current or most recent employer.

Dates employed from (mm/yyyy)	To (mm/yyyy)	Name of Employer and location	Job title and outline of responsibilities	Reason for leaving
			Current Salary -	

If there are any gaps in your employment or education history please explain in the box below.

References

Please supply the names and full contact details of two referees who can comment on your suitability for this position. One must be your current or most recent employer. (NB If you are not currently working with children but have done so in the past the second referee should be the employer by whom you were most recently employed in work with children.) **References will not be accepted from relatives, or persons who only know you as a friend.**

First Referee	
Current employer YES <input type="checkbox"/> NO <input type="checkbox"/>	Most recent employer YES <input type="checkbox"/> NO <input type="checkbox"/>
Name	Position
In what capacity do you know the referee?	
Name of Organisation	
Address	
Telephone Number	

Second Referee	
Current employer YES <input type="checkbox"/> NO <input type="checkbox"/>	Previous employer YES <input type="checkbox"/> NO <input type="checkbox"/>
Name	Position
In what capacity do you know the referee?	
Name of Organisation	
Address	
Telephone Number	

PLEASE NOTE THAT WE WILL CONTACT THE ABOVE REFEREES PRIOR TO INTERVIEW.

UPON RECEIPT OF THE REFERENCE WE ALWAYS PHONE THE REFEREE AND VERIFY THE REFERENCE.
IF YOU HAVE ANY CONCERNS ABOUT THIS PLEASE CONTACT THE SCHOOLS SECERTERY ON 01254 878520 TO DISCUSS THESE ISSUES.

PERSONAL STATEMENT

Use this space to give any additional information or provide your personal statement on a separate piece of paper.

Please provide details including relevant achievements, skills and attitudes which justify your application for this post.

Continued or provided on a separate piece of paper YES NO

DECLARATION

Beacon Reach has strict **Safeguarding, Child Protection and Whistle Blowing procedures**. Every interview will always have an appropriately trained person on the interview panel.

BEFORE COMPLETING THIS SECTION PLEASE READ THESE ADVISORY NOTES:

Rehabilitation of Offenders Act 1974 Convictions and ‘Spent’ Convictions of a Criminal Nature.

This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and, because of the sensitive nature of the duties that the post holder will be expected to undertake, a satisfactory Enhanced Disclosure will be required in the event of a successful application. Applicants are therefore not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provisions of the Act, and in the event of employment any failure to disclose such convictions could result in dismissal or disciplinary action. The fact that conviction(s) have been recorded against you will not necessarily debar you for consideration for this appointment.

As a condition of your contract as an employee working in a post which is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and, because of the sensitive nature of the duties that you are expected to undertake, you are required to notify your line manager of any future criminal justice record details, including when you know you are under investigation for a criminal offence; or charged; and convictions, cautions, reprimands, warnings and other information so that the School/Home can take a view as to whether this has a bearing on your employment. Similarly, you are expected to have declared any past criminal record details as requested at the time of your application and appointment. Failure to comply with any of the above is likely to lead to disciplinary action which could include dismissal under the Disciplinary procedure.

PLEASE ANSWER THE FOLLOWING QUESTION Have you ever been convicted of a criminal offence or been given an official written caution?

YES NO

If the answer is “YES” you must give details of all convictions and written cautions. These details should be enclosed in a separate sealed letter marked “**CONFIDENTIAL**”. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order applies. The object of this Notice is not, in any way, to reflect upon the applicants’ integrity but it is necessary to protect the public and the school.

A copy of this notice will be sent to your referees.

If appointed, do you give consent to the information supplied above being verified by the police? Please tick as appropriate: YES NO

Failure to consent may prevent your application being considered further.

I understand that if my application is successful I will be required to obtain an enhanced CRB Disclosure deemed satisfactory by the School/Home and successfully registering with the **Independent Safeguarding Authority**

I declare that the information I have given on this application form is complete and accurate and that I am not banned or disqualified from working with children nor subject to any sanctions or conditions on my employment imposed by a regulatory body or the Secretary of State. I understand that to knowingly give false information, or to omit information, could result in the withdrawal of any offer of appointment, or my dismissal at any time in the future, and possible criminal prosecution.

Signed.....Date.....

Print Name

MONITORING INFORMATION

Beacon Reach Ltd. intends no discrimination whether against or in favour of any applicant for employment. Recruitment procedures are therefore monitored to ensure that applicants are selected on the basis of their abilities relevant to the job.

The information request below will be used for monitoring purposes only.
Completion of this form will help us ensure that our policies and procedures are effective.

Ethnic Origin.

I would describe my ethnic origin as:

White	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
Black – Caribbean	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
Black – African	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
Black – other	<input type="checkbox"/>	Any other group	<input type="checkbox"/>
Indian	<input type="checkbox"/>		

Gender

Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
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Disability Discrimination Act 1995

Do you have a disability or condition within the definition of the Act:

“A person has a disability if he/she has a physical or mental impairment which has a substantial and long-term effect on his/her ability to carry out normal day-to-day activities.”

YES NO

Beacon Reach Ltd. as an equal opportunities employer intends that no job applicant or employee will receive less favourable treatment because of his or her, sex, marital status, race, colour, nationality, national origins, ethnic origins, faith, sexual orientation or disability nor be disadvantaged in any unjustifiable way by any other condition.