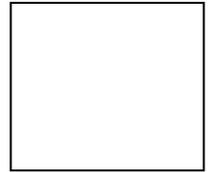




**Bath Area Play Project**

www.bapp.org.uk (01225) 832479



Reg. Charity No. 1013897

## **JOB APPLICATION FORM**

### **INSTRUCTIONS TO CANDIDATES:**

1. Complete application as requested.
2. Do not send CVs or enclose any other documents, as they will be detached and will not be used in the selection process.

### **POST APPLIED FOR:**

### **PERSONAL DETAILS:**

Full Name:

Title:

Address:

Post Code:

Phone Number:

Mobile Number:

Email:

This first page will be detached on receipt. The first and second pages will have been numbered beforehand, enabling the interview panel to shortlist candidates anonymously.



**EDUCATION**

Please start with the most recent and go back to include secondary school.

School / College	From / to	Qualifications

Please list any relevant qualifications and training courses attended:

Other relevant experience and interests (Voluntary work / Interests):

**EMPLOYMENT**

Please list details of previous work experience (paid or unpaid) starting with your most recent or current position.

Post Held	From / To	Name and Address of Employer

Please give the name, address and telephone number of two referees, one of which should be your current or most recent employer.

Name:  
Address:

Email:  
Tel No:  
Position:

May we contact? Yes / No

Name:  
Address:

Email:  
Tel No:  
Position:

May we contact? Yes / No

References will only be taken up if you are shortlisted.

Any offer of employment is conditional on the receipt of satisfactory references; telephone contact will be made with at least one referee (the most recent or relevant) in order to verify the reference and that Referees are required to answer specific questions to help assess your suitability to work with vulnerable groups

**SUPPORTING INFORMATION** (Please see Job Description)

Please describe how your skills and experiences relate to the person specification and responsibilities for this post. Please also indicate why you are applying for this post. Continue on a separate sheet if necessary.

### **MEDICAL INFORMATION**

The Children Act 1989 requires that people working with children are 'fit'. This does not mean that you are able to run a marathon, just that you are in good physical and mental health, as looking after children is often demanding and occasionally stressful.

### **REHABILITATION OF OFFENDERS ACT**

This post is NOT protected by the Rehabilitation of Offenders Act 1974. You are therefore required to disclose information of ALL convictions in a court of law, no matter when they occurred, or if they led to a conditional discharge. In the event of employment, failure to disclose all previous convictions may result in dismissal. As this job involves working with children, all employees and volunteers are police checked. All information will be treated in confidence and will only be taken into account where necessary.

Do you have any convictions (including motor offences) to declare?  
Yes / No

If 'yes', please provide full details:

### **DBS ENHANCED DISCLOSURE**

Do you hold an Enhanced Disclosure Certificate? Yes / No

If 'no', would you be willing to undergo a check? Yes / No

If Yes, please give details:

DBS No:

Date of Issue:

Registered Person/Body:

### **FURTHER INFORMATION**

Are you a car driver? Yes / No Do you have any bus driving experience? Yes / No

Do you have a clean licence? Yes / No

**NATIONAL INSURANCE NO:**

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### **DECLARATION**

I declare that to the best of my knowledge, the information I have given is correct. If appointed, I understand that any deliberate omissions, incorrect statements or canvassing with the Management Committee could jeopardise my employment and may lead to dismissal. Where appointed, I confirm that I have read and agreed with the Safeguarding Policy and procedure.

**Signed:**

**Date:**

### **EQUAL OPPORTUNITIES STATEMENT OF INTENT**

Bath Area Play Project recognises that certain groups and individuals in society experience both direct and indirect discrimination because of their age, class, gender, HIV status, caring responsibilities, marital status, disability, race, colour, ethnic or national origin, religion or sexual orientation.

Bath Area Play Project is committed to positive action to counter discrimination in all aspects of its work including employment, recruitment, volunteers, membership, composition of committees and services delivery.

To ensure its effective implementation Bath Area Play Project will regularly monitor and evaluate this policy.

### **DECLARATION OF NON-DISCRIMINATORY PRACTICE**

I understand that my application to work with Bath Area Play Project as a paid worker / volunteer can be accepted only if I am prepared to ensure this service is provided in accordance with BAPP's Equal Opportunities Policy.

I therefore declare that:

- a. I will treat the children for whom I am asked to care, for whom I actually provide care, with equal concern, and in doing so, agree to meet their specific needs with regard to racial origin, culture, religion and language, as well as their gender and disability.
- b. Whilst providing care I undertake to help children and to enable them to develop positive attitudes to differences of race, religion, culture, language, gender and disability.

If appointed I will abide by the Equal Opportunities Statements of Intent, the Declaration of Non-Discriminatory Practice and the Safeguarding Policy to ensure good practice in accordance with BAPP's Organisational Policy Statements and Declarations.

Signed:

Date: