



Magpies Kidlington Limited

Confidential application for employment

Magpies take safeguarding seriously and we have the responsibility to ensure that those working with children are suitable people who do not pose a risk to children.

If you are successful in your application you will be required to have an enhanced Disclosure and Barring Service (DBS) check, in addition to three References and a full work history.

You should answer all questions honestly and truthfully and provide all relevant information, whether specifically requested or not.

PLEASE WRITE CLEARLY USING BLOCK CAPITALS.

By applying for employment by Magpies Kidlington Limited you are agreeing to our terms and conditions. If you require any help completing this form, please let us know.

1. Full name:
2. All previous names:
3. Home address with Postcode:
4. Years/months at this address:
5. National Insurance Number:
6. Are you entitled to work in this country?
7. Date of Birth: (Disregarded for selection)
8. Home telephone number:
9. Mobile telephone number:
10. Email address:
11. Marital status: (Disregarded for selection)
12. Dependent Children Sex/age: (Disregarded for selection)
13. Do you hold a full UK driving license: **Yes/ No** (Not essential)
14. Do you have the use of a car: **Yes/ No** (Not essential)
15. Please tell us about any qualifications you have in childcare (or related):

16. Have you ever been asked to leave any position, paid or unpaid, because of concerns, proven or unproven, about your conduct with children: **Yes/ No**
17. Are you aware of any reason why you should not work with children: **Yes/ No**
18. The childcare we provide is fully inclusive and we actively work to eliminate prejudice and discrimination on, for example, the grounds of disability, race or religion. Are you confident that you will be able to completely support this policy: **Yes/ No**
19. Magpies Kidlington Limited will encourage, and where possible enable, you to obtain appropriate qualifications to enhance your expertise and further your career. Some training is a requirement. Please state if you are willing to undertake training: **Yes/ No**
20. Magpies work hard to reduce the risk of child abuse and all employees have an obligation to report any suspicions they have, including those of work colleagues. Can you fully support this policy: **Yes/ No**
21. Please use the space below to answer each question specifically;
(continue on a separate sheet if you need to)
 - a) Why you would like to work with children.
 - b) If there is any particular reason why you want to work for Magpies.
 - c) What you are doing at the moment.
 - d) Anything else that you would like us to know or feel you should mention.

Reference **ONE** must be a long term verification of identity this is, ideally, somebody who has known you for ten years or more; they cannot be a relative.

ONE: Long-Term verification of identity	
Name	
Position/Company if applicable	
Address	
	POSTCODE
Years known	
Relationship	

TWO: Most recent employer or collage tutor:	
Name	
Position/Company if applicable	
Address	
	POSTCODE
Years known	
Relationship	

THREE: Personal, character: (Not a relative)	
Name	
Position/Company if applicable	
Address	
	POSTCODE
Years known	
Relationship	

In addition to this form being completed, with every question answered, you also need to provide a full employment history; this can be your CV providing it is complete. We understand that there are many good reasons for gaps in your employment history but you must tell us what they are.

Your current employer will only be contacted after a position is offered and accepted. Other references may be taken up immediately.

Please note that we are unable to accept pro forma or 'to whom it concerns' references.

Any offer of employment is subject to satisfactory references and enhanced Disclosure and Barring Service (DBS) check, and a probationary period.

Please note that we require proof of every qualification and the right to work in the UK.

By signing below you are confirming that the information given in the 4 pages of this is form is full and correct. I confirm that I am enthusiastic about providing the best possible service and outcomes for children:

FULL NAME IN BLOCK CAPITALS:

SIGNED:

DATE:

We try to contact all applicants personally but please note that if we do not have positions available currently we may hold your application securely on file and contact you at a later date.

Please return your application and supporting documents (no originals please) to:

MAGPIES PRESCHOOL
North Kidlington School,
Benmead Road,
Kidlington,
Oxon OX5 2DA

Mark the envelope **CONFIDENTIAL**