

New Starter Checklist:

Please ensure you meet all criteria below and you can produce all documents upon request:

1. Valid enhanced DBS check on the update service
2. 3 Years of work history
3. Two written references
4. Right to work documentation (Valid UK Passport, Birth/Adoption Certificate, Residence card)
5. Qualified Teacher Status or any relevant qualifications
6. Proof of Address
7. Proof of National Insurance Number

Thank you for your cooperation in completing these forms. Your promptness helps us streamline the process, and we’ll work swiftly to get your references checked and have you ready to start work as soon as possible. We’re excited to support you on this journey and appreciate your efforts in helping us get everything set up smoothly.