



1: Personal Details, Subjects and Availability

Please complete the following table:

Name	First:	Surname:	
Address			
Postcode			
Nationality	<input type="checkbox"/> UK <input type="checkbox"/> EU <input type="checkbox"/> Other (Please state)		
Telephone	Home:	Mobile:	
Email address			
National Insurance Number			
DBS certificate number:	Certificate Number:		
Are you on the update service?	Yes / No		
I am Applying for:	<input type="checkbox"/> Temporary Tuition (small group and one to one. Online and face to face)	<input type="checkbox"/> part-time alternative provision	<input type="checkbox"/> complimentary provision
How did you hear about us?	<input type="checkbox"/> CV-Library	<input type="checkbox"/> Indeed.co.uk	<input type="checkbox"/> LinkedIn
	<input type="checkbox"/> Google	<input type="checkbox"/> Word of mouth	<input type="checkbox"/> Tutor referral
	<input type="checkbox"/> Other (provide details):		

Please specify which subjects you are qualified to teach:

Subject	To what level (e.g. Key Stage 3)

Please tick the boxes or enter times to indicate your availability:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Before School Hours							
During School Hours							
After School Hours							

2: Qualified Teacher Status

Are you a qualified teacher in the UK? (Select one)

- ☐ Qualified Teacher Trained in the UK – compulsory level
- ☐ Qualified Teacher Trained in the UK – post compulsory level, HE/FE
- ☐ Qualified Overseas Trained Teacher (OTT)
- ☐ Not a qualified Teacher (proceed to section 3)

Date you qualified as a teacher in the UK:

Teacher Reference Number (TRN):

e.g. 12/34567. This is also commonly known as your QTS number, GTC number or DfE number

If your teaching certificate is for post compulsory education or you are an OTT who has recently started teaching in the UK, you may not have a TRN

Have you completed your period of induction to teach in the UK? (Select one)

- ☐ Completed
- ☐ Exempt
- ☐ I am a Newly Qualified Teacher (NQT) currently working my induction period
- ☐ I have not completed my induction period and am not currently working towards it

If you have not completed your induction period, please explain why. Include when you started your induction period (if you did), relevant personal circumstances and how and when you expect to complete your induction.

Wildwood Childcare verifies all qualified teachers with the NCTL (National College for Teaching and Leadership) database. If you have any teaching sanctions, conditions or prohibitions please declare these in the space below.

3: Education, Qualifications, Training and Experience

Secondary / Further Education / Training:

From	To	Qualification	Results / Grades	Awarding Institution

Experience:

Start with the most recent and list details of employment since leaving full time education. Do not leave any gaps. Include full or part time education and training as well as any periods of unemployment or raising a family.

Employer	Email Address	Job Title	From	To

4: Personal Statement and References

Support your application with a statement explaining how you meet the requirements of a one-to-one or small group tutor. Explain the experiences, skills and knowledge you have to offer. Concentrate on experiences gained working with children and your ability to plan and deliver excellent teaching and tuition.

Potential clients will review this statement.

References:

Wildwood Childcare will contact at least two referees to obtain their professional opinion on your suitability to teach children. Your referees should know you in a professional teaching capacity, be able to comment on your ability as a teacher, be from different institutions and should include your most recent manager.

You must supply professional email accounts, i.e. not Hotmail, gmail etc...

Please note we reserve the right to also approach any of your previous employers for a reference if required.

If you are applying as a non-qualified teacher for Tutor Club (private one to one tuition) only and have recent graduated from University, you may provide your University tutor as one of your referees.

Referee name		
Institution		
Job title		
Relationship to you		
Your employment start and end dates		
Address		

Telephone		
Professional Email		
Character Referee name		
Job title		
Relationship to you		
Address		
Telephone		
Email		

5: Declarations and Statements

Please read the following declarations carefully and then hand sign the signature sheet in section 6. Acceptance of these declarations is a requirement to work with Wildwood Childcare. You will be expected to have read and understood these declarations prior to your interview as part of your application and assessment process.

Rehabilitation of the Offenders Act Statement

The work you are applying for is exempt from the Rehabilitation of Offenders Act 1974. You are therefore required to declare details of any criminal record you have including details of any convictions that would otherwise be regarded as 'spent' under this Act, any cautions, bind-overs or pending prosecutions. The information you give will be regarded as confidential and will only be disclosed in relation to teaching appointments.

If you are not able to provide an appropriate police check, we will arrange for one to be carried out for the existence and content of any criminal record. Information received will be kept in strict confidence and will be destroyed immediately after the selection process is completed.

The disclosure of a criminal record, or other information, will not debar you from appointment unless it is considered to render you unsuitable for appointment. Relevant factors such as the nature of the offence, your age at time of offending and how recently the offence took place will be considered.

Failure to declare a conviction, caution, bind-over or pending prosecution may disqualify you from appointment, or result in your appointment being terminated.

Disqualification by Association Declaration

In October 2014 the Department for Education (DfE) updated statutory guidance relating to Child Protection and Safeguarding.

This update requires affected providers to ensure staff, volunteers and workers are not "Disqualified by Association".

Please declare if, to the best of your knowledge, anyone in your household (includes family, lodgers, house-sharers, household employees) is disqualified from working with children as a result of Specified and Statutory offences, Orders or other restrictions.

For more information, see:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/528473/Disqualification_under_the_childcare_act_June2016.pdf

Health, Medical and Disability

The Teachers' Qualifications and Health Standards Regulations 1999, state "a person shall not be appointed to relevant employment if, having regard to any duty of the employer under Part II of the Disability Discrimination Act 1995, does not have the health and mental and physical capacity for that employment."

Please declare any relevant health issues (e.g. drugs, alcohol etc...), medical conditions or disabilities that clients and schools will need to be aware of, should you be working either on site or at a public venue such as a library including special aids or requirements for access to the premise.

Are you a smoker? ☐ Yes ☐ No

Previous Dismissal

Have you ever been dismissed from or asked to leave employment in an education setting? ☐ Yes ☐ No

If yes please provide details:

Please note that failure to disclose relevant information may affect your application

Child Protection and Safeguarding Statement

Wildwood Childcare is committed to the safeguarding the welfare of children and requires its tutors to share this commitment.

You are required to provide a safe learning environment for the student and yourself during tuition and immediately refer safeguarding concerns to the Wildwood Childcare Designated Child Protection Officer (DCPO).

All applicants must read, understand and abide by: 1. Wildwood Childcare Child Protection Policy 2. Guidance for safer working practice for those working with children and young people in education settings and 3. Keeping children safe in education 2023.

Signed

Date

6: Signature Sheet



Application Pack

I certify all my responses within this application pack are accurate to the best of my knowledge

Rehabilitation of the Offenders Act Statement

I certify I have:

- ☐ Nothing to declare
- ☐ Included a written statement of all relevant information with my application

Disqualification by Association Declaration

I certify I have:

- ☐ Nothing to declare
- ☐ Included a written statement of all relevant information with my application

DBS Update Service and Disclosure Consent

I certify I have read and understood the statement and provide the described consent

Medical and Disability

I certify the information I have provided is accurate to best of my knowledge:

Child protection and Safeguarding Statement

I certify I am committed to the safeguarding of children; I understand and will abide by the responsibilities described in the Wildwood Childcare Child Protection Policy and Procedures document, Guidance for safer working practice for those working with children and young people in education settings and Keeping children safe in education 2023

Employer Checking Service

I hereby grant Wildwood Childcare permission to check my Right to Work status, where necessary, on the Home Office Employer Checking Service. This will include checking my DBS on the update service.

I certify that I have read and agree to all of the above statements

Signed:

Date:.....

Full Name: