



Woodland Pathways

Candidate Application Form

Please complete every section; a CV may supplement but cannot replace this form

SAFER RECRUITMENT APPLICATION FORM

Date issued: 01 September 2026

For practitioner opportunities at Shropham, Norfolk

Return securely to: office@woodlandpathways.uk

Before you begin

Please read the Practitioner Role Profile, Applicant Information and Safer Recruitment Guidance, Recruitment Privacy Notice, Safeguarding and Child Protection Policy, and Recruitment of Ex-Offenders Policy. Complete all sections. If a question does not apply, write N/A. Continue on a clearly labelled additional sheet if needed.

1. Opportunity applied for**Role / opportunity****Where advertised / how you heard****Date application submitted****Earliest available start date****2. Personal details**

Title	First name(s)	Surname
Any previous names (including dates used)		Preferred name
Home address		Postcode
Email address		Telephone number
National Insurance number		Do you currently have the right to work in the UK? Yes / No

Right-to-work evidence will be checked only at the appropriate stage. Do not send original identity documents with this form.

3. Availability and practical information

Days / times available	Preferred level of availability
Can you reliably travel to Shropham and agreed off-site locations?	Any restrictions relevant to availability or travel?

Please do not provide medical information here. If you need a reasonable adjustment for the recruitment process, contact office@woodlandpathways.uk.

4. Full history since leaving school

List all education, paid employment, self-employment, agency work, voluntary work, caring responsibilities, travel and periods not working, in continuous date order. There must be no unexplained gaps. Add rows or a separate sheet if needed.

From MM/YYYY	To MM/YYYY	Employer / organisation / activity	Role and key duties	Reason for leaving / explanation

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5. Explanation of gaps or overlaps

Dates	Full explanation

6. Education and qualifications

Dates	School / college / provider	Qualification and subject	Awarding body	Result / date awarded

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Relevant original certificates or verified evidence may be requested. Do not claim a qualification that has not been awarded.

7. Relevant training, professional membership and licences

Course / membership / licence	Provider / body	Date completed	Expiry / registration number

8. Skills and interests you could bring

Tell us about practical, creative, academic, outdoor, wellbeing, vocational or community skills that could help a young person engage.

Your response

9. Supporting statement

Using examples, explain why you want to work with Woodland Pathways and how your skills, values and experience meet the role profile. Include any experience of building trust, adapting an activity, supporting distress or overcoming a barrier to engagement.

Your response

10. Safeguarding and professional practice

a) What does safeguarding children mean to you, and what would you do if something a learner said or did caused you concern?

Your response

b) Give an example of how you have maintained, or would maintain, clear professional boundaries while building a positive relationship.

Your response

11. References

Give two referees. One must be your current or most recent employer. If you are not currently working with children, include the employer from your most recent work with children where applicable. Referees must be senior people with authority and must not be relatives, partners or friends. We normally seek references before interview and contact referees directly to verify them.

Referee 1

Name

Job title and organisation

Professional relationship to you

Work email address

Telephone

Dates they knew / employed you

Is this your current or most recent employer?

Yes / No

Did this organisation involve work with children?

Yes / No

Referee 2

Name

Job title and organisation

Professional relationship to you

Work email address

Telephone

Dates they knew / employed you

Is this your current or most recent employer?

Yes / No

Did this organisation involve work with children?

Yes / No

May we approach this referee before interview?	If no, explain when they may be contacted

12. Relationships and potential conflicts

Are you related to, or in a close personal or business relationship with, a Woodland Pathways director, practitioner, current learner, parent/carer, commissioner or supplier? This does not automatically prevent appointment but must be declared and managed.

Yes / No	If yes, give details

13. Safer recruitment notices

Regulated activity and barring

The practitioner role normally involves regulated activity with children. It is an offence for a person who is barred from regulated activity relating to children to apply for such work. By signing below, you confirm that you are not barred from working with children.

Criminal-record self-disclosure

Do not provide criminal-record details on this initial form. If you are shortlisted, Woodland Pathways will ask you to complete a separate confidential self-disclosure appropriate to this exempt role. Protected convictions and cautions must not be disclosed and cannot be taken into account.

Online search

As part of due diligence, Woodland Pathways may carry out a proportionate search of publicly available online information about shortlisted candidates. Any apparently relevant matter will be considered fairly and may be discussed at interview.

14. Declaration

- I confirm that the information in this application and any attached continuation sheets is complete, accurate and true to the best of my knowledge.
- I have provided a continuous history since leaving school and explained all gaps and overlaps.
- I understand that material omissions, misleading information or false statements may result in rejection, withdrawal of an offer or termination of an engagement.
- I confirm that I am not barred from regulated activity relating to children and that I may lawfully apply for this role.
- I authorise Woodland Pathways to contact the referees named above at the stage indicated and to verify relevant information.
- I understand that appointment is conditional on satisfactory safer recruitment checks and that information will be processed as described in the Recruitment Privacy Notice.

Applicant name

Signature

Date

A typed name is accepted as an electronic signature when this form is returned from the applicant's own email address.