

**CONFIDENTIAL  
APPLICATION FORM**

**We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.**

- Please complete clearly and in full
- Please return this form to the local school by **18<sup>th</sup> May 2023**.

**POST DETAILS**

Post applied for: <b>SCHOOL CROSSING PATROL</b>	At (Location): <b>Kilnwell Road, Market Rasen</b>
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**PERSONAL DETAILS**

Title:	Forenames:
Surname:	Previous surnames:
Prefer to be known as:	National Insurance Number:
Address:	Mobile phone number (preferred):
	Home phone number (alternative):
	Work phone number (alternative):
Email:	
If applicable, please give the date when your continuous local government service commenced (month / year):	

## **RIGHT TO WORK IN THE UK**

All candidates invited for an interview will be required to produce original documentation that proves their right to work in the UK. You will receive further information about acceptable documentation if you are invited to attend an interview.

Do you have the right to work in the UK?

**Yes**

☐

**No**

☐

## **PERSONAL INTERESTS**

You are required to declare any interest you have in connection or potential connection with any business or organisation (including voluntary bodies) which deals with the Council. In addition, you must consider whether you could use the position you are applying for to confer advantage to this connection or if the connection was known publicly this could undermine the trust, confidence, and integrity in the council.

Do you have any outside private business interests that may conflict with those of the Council's business?

**Yes**

☐

**No**

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If you answered yes to the above, please describe your private interest:

## EDUCATION, TRAINING, QUALIFICATIONS AND PROFESSIONAL MEMBERSHIPS

Please include in chronological order. Documentary evidence of relevant qualifications/memberships must be presented at interview. These must be originals. Continue on a separate sheet if necessary and attach it securely to your application form.

Name of Educational Establishment	Dates		Qualification Achieved		
	From	To	Subject	Level	Grade

**CURRENT OR MOST RECENT EMPLOYER**

Employer:	Job Title:	Date appointed:
Summary of main duties:		
Period of Notice required:		

**PREVIOUS EMPLOYMENT**

Please include in chronological order and continue on a separate sheet if necessary.

Employer	Job Title	Dates (month & year)		Full or Part Time	Reason for Leaving
		From	To		

**PERSONAL STATEMENT**

Please explain how you would relate your education, training and experience (including those not related to employment) to the requirements of the post for which you are applying.

## CRIMINAL CONVICTIONS

You are required to declare any spent and unspent convictions, cautions, reprimands, or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI 2013.

The information you provide under this section will not be used for shortlisting purposes but will be discussed at interview if the Council consider it is relevant to the position you are applying for. Having an "unspent" conviction will not necessarily bar you from employment. This will depend on the circumstances and background of your offence(s). Any information disclosed will be treated sensitively and in confidence and will only be used in deciding a candidate's suitability for the post applied for.

Failure to disclose any information required of you may result in your application being rejected or disciplinary action being taken if you have commenced employment with the Council.

Have you any spent or unspent convictions, cautions, reprimands, or final warnings that are not 'protected' to declare?

Yes

☐

No

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If yes, please provide details below including the nature of the offence/alleged offence, date and full name at the time of the offence:

If you are unsure whether you need to disclose criminal information, you should seek legal advice or you may wish to contact Nacro or Unlock for impartial advice. There is more information on filtering and protected offences on the Ministry of Justice website.

Nacro - <https://www.nacro.org.uk/criminal-record-support-service/>

or email [helpline@nacro.org.uk](mailto:helpline@nacro.org.uk) or phone 0300 123 1999

Unlock – <http://hub.unlock.org.uk/contact/> phone 01634 247350 text 07824 113848

Are you a foreign national or a UK resident who has lived or worked abroad for more than three months in the last five years?

**Yes**

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**No**

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*If yes, then you will be required to obtain a Statement of Good Conduct (SOGC) from the Embassy of that country if you are the successful candidate.*

Have you joined the DBS Online Update Service?

**Yes**

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**No**

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If yes, do you give consent for the County Council to undertake a status check on the online update service if your application is successful?

**Yes**

☐

**No**

☐

If yes, please provide:

12 Digit DBS Certificate Number	
Issue date of your DBS Certificate	

### **Declaration**

- I certify that the information I have given on this form is true and accurate to the best of my knowledge.
- I have read or had explained to me and understand all the questions on this form.
- I understand that deliberate omissions and incorrect statements could lead to my application being rejected or to my dismissal if appointed to the post.
- I authorise the School to undertake the necessary pre-employment checks and to verify any information given.
- I understand that satisfactory references, DBS, medical clearance, verification of qualifications and evidence of right to work in the UK are required before any final offer of employment can be made.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Lincolnshire County Council welcomes applications from disabled people. We have been awarded the 'Disability Confident' symbol in recognition of our commitment to ensure that disabled people are supported and treated fairly at every stage of their selection, employment and career development.

We are committed to interviewing all disabled applicants who meet the minimum criteria of the role applied for. Please tick the box below if you consider yourself to have a disability\*. In addition, please advise us of any reasonable adjustments which are needed to ensure the interview is accessible to you.

\*For this purpose, disability is defined as any physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day to day activities. Long term means the effect of the impairment has lasted at least twelve months, is likely to last for twelve months or is likely to last for the rest of a person's life.

Do you consider yourself to have a disability?

**Yes**

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**No**

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Details of any reasonable adjustments needed for interview.