Job Application Form

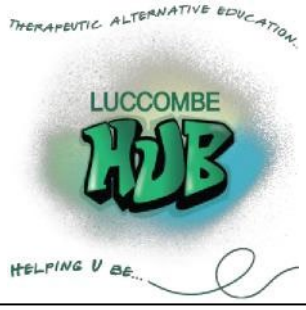
Please ensure that all parts of the application are completed in BLOCK CAPITALS

We would love to know more about you...

First Name		**Last Name**	
National Insurance Number			
Address			
Email Address		**Mobile Phone Number**	
Permanent Address (If Different from Above)			
		Home Telephone Number	
Date of Birth			
Eligibility to work in the UK & Ireland			
British Passport or UK birth certificate & letter		Certificate of registration / naturalization as a British Citizen	
Passport showing right to live & work in the UK		EEC passport or identity card plus required work registration letter	
Non-European passport with relevant work visa		Any other document that supports your eligibility to work in the UK	
Position Applied For:-			

Have you got what it takes……?

Tell us 3 top qualities you have that will assist you in the job position applied for



Please tell us any relevant experience to the job role applied for

What have you been studying? List below your places of education / training, starting with the most recent.

Name & address of University/College/school/Distance Learning Provider	Qualification achieved or being studied

What have you been up to? Please list below **all employers since leaving school**, starting with the current or most recent. If this is your first job you will have a chance to share what else, you have been involved in further down the application

Name of employer and type of business:	Position:	Rate of pay:	Dates of employment:
What were your duties?			
Reason for Leaving			
Managers Name	Telephone Number	Email	

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What else have you been involved in, please detail any volunteer work (paid or unpaid) with children

(for example, Community work /sports teams/work experience/Hobbies)

Were there any gaps between any of the above jobs listed? If so, how long and why?		
Dates of Gap	Length of Gap	Reason

References: Please give us the names of 2 people (not related to you), who can be contacted to provide a reference for you. At least one should be your current/previous employer. If this is your first job, please give a tutor / lecturer's name. As part of Safer Recruitment, we are required to contact all child linked employment or volunteer placements.

Name	Telephone Number	Email	How do you know this person?

Please tell us if …….

Have you ever been convicted of a criminal offence which is not a spent conviction within the terms of the Rehabilitation of Offenders Act 1974? If yes, please give full details.	No		Yes	

Is there anything else that you feel we should know or wish to disclose:

	No		Yes	

We are an Equal Opportunities Employer however sometimes the work can be mentally & physically challenging, by completing this application form you are confirming that you are aware of this. This can be discussed in further detail at any interview.

My signature confirms that all the information given on this application form is true and complete. I understand that any falsification or deliberate omissions may disqualify my application or lead to my dismissal. I confirm that I am entitled to work in the UK & Ireland and can provide original documentation to confirm this. I understand that my employment is subject to references that are satisfactory to The Luccombe Hub.

Signed		Date	

Luccombe Hub will not consider any application where the candidate has not read and signed **Luccombe Hub – Applicant Safeguarding Declaration**

Luccombe Hub – Applicant Safeguarding Declaration

Luccombe Hub is committed to safeguarding and promoting the welfare of children and young people in line with *Keeping Children Safe in Education (KCSIE) 2025* and relevant safeguarding legislation.

As part of our safer recruitment procedures, all applicants are required to complete and sign this declaration.

I confirm that:

- I am not barred from working with children and am not included on the Children's Barred List.
- I am not subject to any prohibition order, interim prohibition order, Section 128 direction, or any other restriction or sanction that would prevent me from working with children.
- I have disclosed all relevant criminal convictions, cautions, reprimands, warnings, or pending investigations, in accordance with current legislation.
- There is no reason why I should not be working with children in a regulated activity.
- I understand that an enhanced DBS check (including barred list check where appropriate), references, and other statutory pre-employment checks will be carried out.
- I understand that providing false information or failing to disclose relevant information may result in withdrawal of an offer of employment, dismissal, and referral to the appropriate authorities.

I declare that the information I have provided is true and complete to the best of my knowledge.

Name			
Signed		Date	