| **APPLICATION FORM**  **Role:** |  |
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Red Balloon Cambridge offers a combined educational and therapeutic programme in a small community setting for children and young people who have self-excluded from school because of severe bullying or other trauma.

We are committed to safeguarding and promoting the welfare of children and young people and requires the successful candidate to commit to this. Confirmation of appointment will be subject to an enhanced DBS check and receipt of satisfactory references.

Red Balloon Cambridge is an equal opportunities employer. Applications from individuals are encouraged regardless of age, disability, sex, gender, sexual orientation, race, religion, marital status.

**Please complete all parts of this form, we will not accept CV’s.**

**The boxes will expand as you type so you can add more details where required.**

| **PERSONAL DETAILS** | |
| --- | --- |
| **Name:** | |
| **Home address *(please also give address for correspondence if different)*:** | |
| **Phone number (day):** | **Phone number (evening):** |
| **Phone number (mobile):** | **Email:** |

| **Do you have any special requirements (for example a form of disability) which would support you in this recruitment process?** | YES / NO  If yes, please provide information below: |
| --- | --- |

| **EDUCATION** | |
| --- | --- |
| **School attended with dates** | **Qualifications / attainments (GCSE / A level / Equivalents)** |
|  |  | 31/07/91 | 10 GCSE’s, Grade C and above |
| **Further / Higher Education attended with dates** | **Qualifications / attainments** |
|  |  |
| **Other training relevant to the role with dates (Such as vocational courses, CPD, first aid etc.)** | **Qualifications / attainments** |
|  |  |
| **Professional Bodies you belong to** | |
|  | |
| **IT skills (please indicate packages you can use, technical skills you have, specialist knowledge etc.)** | |
|  | |
| **Your Teacher Reference Number if you are applying for a teaching role. If you do not have this please use this space to explain your experience of tutoring / teaching / other roles that enable you to teach our students effectively.** | |
|  | |

| **EMPLOYMENT HISTORY**  **\*add more lines if required**  ***Please list in chronological order your full employment history since leaving school including jobs and volunteer placements.***  ***Please account for any gaps in your employment history in the section below.*** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Employment start date** | **Employment end date** | **Employer (name and address of employer).** | **Position / responsibilities**  **(include whether full time / part time / voluntary)** | **Salary** | **Reason for leaving** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |

| **Gaps in employment and education.**  **Please provide details of any gaps in your employment and/or education and training since leaving school and give the reasons for the gap. Please add additional rows as necessary.** | | |
| --- | --- | --- |
| **Start date** | **End date** | **Reason for gap** |
|  |  |  |
|  |  |  |
|  |  |  |

| **REASON FOR APPLICATION**  **Please ensure you address the person specification for this job giving evidence of how you meet the criteria. This box will expand as you type.** |
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| **SAFEGUARDING** |
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| *Red Balloon Cambridge has robust safeguarding and child protection policies and procedures in place to protect our students. These are available on our website.*  *In this section please outline your understanding of safeguarding, any experience you have of working in an environment where you had to follow safeguarding procedures and how safeguarding will be important in your role at Red Balloon. Safeguarding will also form part of the interview process.* |

| **REFERENCES** | |
| --- | --- |
| *Please give details of two referees. One should be your current/ last employer if applicable. The second should be a professional who can comment on your suitability for this particular role. As part of the process of obtaining referees we will ask them to inform us of any safeguarding concerns. It is our standard policy to take up references prior to interview. Please indicate in the boxes below whether you are happy for us to contact your referees prior to interview.* | |
| Name of referee:  Capacity in which the referee knows you:  Address:  Email:  Telephone number:  Please indicate with ‘yes/no’ in the space below if you are happy for us to contact this referee prior to interview.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name of referee:  Capacity in which the referee knows you:  Address:  Email:  Telephone number:  Please indicate with ‘yes/no’ in the space below if you are happy for us to contact this referee prior to interview.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

| **START DATE** |
| --- |
| *If you were selected, when could you start? Please give period of notice and details of any booked holidays if applicable.* |

| **DECLARATION OF RELATIONSHIPS** |
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| *Please tell us if you have any family member or close relationship to anyone in the organisation.* |

| **DECLARATION** |
| --- |
| I hereby declare that the information I have given is accurate and complete. I have not omitted anything. It is an offence to give false information or omit anything and could lead to your application being rejected, summary dismissal if in post or possible referral to the police or other agencies.  Signed: Date: |