



Grosvenor House
Day Nursery & Pre-school

Job Application

Many thanks for taking the time to apply to join our team. We know that applying for a new role is a decision that no-one takes lightly and you can be confident that we'll put much thought and consideration into your application.

Most of our application form is pretty self-explanatory. Your qualifications and work experience are important to us and will play a part in our decision making.

However, what is just as important (to some of us – even more important!), is what we describe as "cultural fit". That's a very grand way of us trying to work out if you'll share that same values as us and identifying if the things that are important to us are also important to you too.

Below are our company values for you to take a look at. Please read these very carefully and put some thought into whether they echo the values you hold too. If you feel that these are the principles that you can live by then we might just be the place for you.

Be Brave – explore, experiment & try things out	Be Real - true & authentic
<p>We will...</p> <ul style="list-style-type: none"> • be innovative – look at new ways of doing things • follow new research and practice • embrace a 'have a go' attitude • be curious • be ambitious 	<p>We will...</p> <ul style="list-style-type: none"> • act with integrity • do the right things, even when people aren't watching • be constructive • ensure that what we say, we do • always have a positive motive/intention
Be Vibrant – Be the person other people want to be around	Be Brill – what we do we do brilliantly
<p>We will...</p> <ul style="list-style-type: none"> • be enthusiastic positive people • be a radiator not a drain • add to the team, not take away • celebrate each other's successes 	<p>We will...</p> <ul style="list-style-type: none"> • makes sure there is meaning and purpose behind everything we do • take pride in what we present • have attention to detail • present things in a way which will inspire
Be a Family – a sense of togetherness	
<p>We will...</p> <ul style="list-style-type: none"> • create a sense of belonging for everyone at nursery • create a sense of togetherness • care for one another • look out for one another 	

We look forward to hearing from you and once again, thanks for taking the time to complete this application. You can return it by via email to: careers@grosvenorhousedaynursery.co.uk

I'd like to be considered
for the following position

Personal Details

Title

First name

Last name

Place of birth

Nationality

NI Number

Work permit required Yes No

We will require proof that you are legally able to work in the UK

DBS held Yes No

Date Number

If yes, please give date and number

Address

Postcode

Daytime Tel

Evening Tel

Mobile

Email

Are you currently in employment? Yes No

If Yes, what is your current salary?

And your expected salary?

What is your notice period?

Education and Training

Please give details and dates of education and any further training courses attended, state qualifications and results. Evidence of qualifications will be required at interview, and sight of such documentary evidence will be subject to any offer of employment.

Secondary School	From	To
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Examinations Taken	Results	Date
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Further Education	From	To
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Qualifications	Results	Date
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Any other training undertaken or planned	Date
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Employment History

Please provide details of your employment history, starting with your present or most recent employer. If applicable, please include numbers of children attending daily or staff supervised.

(1) Full name and address of employer

From

To

Position

Salary

Brief details of duties and responsibilities

Reason for leaving

Notice (if applicable)

(2) Full name and address of employer

From

To

Position

Salary

Brief details of duties and responsibilities

Reason for leaving

Employment History (con'td...)

(3) Full name and address of employer

From

To

Position

Salary

Brief details of duties and responsibilities

Reason for leaving

(4) Full name and address of employer

From

To

Position

Salary

Brief details of duties and responsibilities

Reason for leaving

References

Please provide the names of two referees, one of whom must be your current employer and the other a previous employer or professional associate. For people new to the job market, please give school and personal referees. but these must not be friends or members of your family. Please indicate if a reference can be taken before interview.

Reference 1

Name

Address

Tel	Postcode
Email	
Occupation	Contact before interview Yes No

Reference 2

Name

Address

Tel	Postcode
Email	
Occupation	Contact before interview Yes No

A bit about you

This following section is our opportunity to find out a little more about you and what makes you tick. We'd love to know more about your achievements and what you feel are your personal qualities. Add as much or a little as you like, if these questions are left blank then your application will not be processed.

What is your best childhood memory?

What achievement are you most proud of? *This doesn't have to be work related*

How would you implement our values in your daily practice?

Essential Information

Medical History

Please indicate any serious accidents, limitations, illnesses or learning difficulties e.g. dyslexia

Days off sick over the last two years

DECLARATION

The job for which you are applying involves substantial access to children and is therefore exempt from the Rehabilitation of Offenders Act, 1974. You are therefore required to declare any convictions or cautions you may have, even if they would otherwise be regarded as 'spent' under this Act. The information you give will be treated in confidence and will only be taken into account in relation to an application where the exception applies.

The disclosure of a criminal record will not debar you from appointment unless the Company considers that the conviction renders you unsuitable for appointment. In making this decision we will consider the nature of the offence, how long ago and what age you were when it was committed, along with any other factor which may be relevant.

Failure to declare a conviction may, however, disqualify you from appointment, or result in summary dismissal if the discrepancy comes to light.

Have you any previous convictions / been cautioned / bound over? Yes No

If yes, please give details

I confirm that the information given on this form is, to the best of my knowledge, true and complete and I have not withheld any material facts. I understand that this application form forms part of any contract with Child's Time Ltd and any false statement may be sufficient cause for rejection or, if employed, dismissal.

Signature

Date

Equal Opportunities

Grosvenor House Day Nursery is an equal opportunities Employer and has an uncompromising commitment to non-discriminatory employment practices. We aim to promote a working environment that builds on individual strengths and ability and ensures that all employees and job applicants are treated equally, without regard to race, age, marital status, disability or sex.

Can you please complete the details below – this will be used for monitoring purposes only and will be treated as completely confidential.

Ethnic Origin

Can you please select your relevant ethnic group in order for us to monitor the ethnic origin of our applicants.

White-British

White-European

Black-Caribbean

Black-African

Black other

Asian

Other

Refuse to state