



Cedars Nursery : SUNDERLAND
 Copper Beech House, The Cedars,
 Ashbrooke, Sunderland SR2 7TW
 T: 0191 565 2549

Cedars Nursery : NEWCASTLE
 Cherry Tree House, Grainger Park Road,
 Newcastle NE4 8SX
 T: 0191 298 3333

application form

Please complete all areas and return to your preferred nursery, tick appropriate box above

Position applied for		Ref	
Surname (Mr/Mrs/Miss)		Office Use Only	
First names			
Address			
Home Tel No:	Work Tel No:		
Mobile No:	DOB:		
Marital Status	Nationality:		
Number of children & ages			
Please give details of any serious illnesses or disabilities		Office Use Only	
Are you a registered disabled person? Yes/No			
Number of days illness during the last 2 years			
Secondary Education (Name Of School)	From - To	Examinations Passed & Grades	Office Use Only

Further Education (University, College, Evening Classes)	From - To	Examinations Passed & Grades	Office Use Only

Please give any details of any previous criminal convictions	Office Use Only
--	------------------------

Do you hold a current driving license? Yes/No	Details of any driving convictions during the last 5 Years	Office Use Only
--	--	------------------------

Languages & specialised skills	Office Use Only
--------------------------------	------------------------

Employment History - Present or most recent employer first (Including HM Forces)

Name, Address & Tel. (Nature Of Business)	Position & Main Responsibilities	From - To	Leaving Salary	Reason For Leaving

<p>Have you given notice to your present employer? Yes/No</p>	<p>How soon could your new employment commence?</p>
<p>Please give details of any holiday commitments during the next 12 months</p>	<p>Please give the name of any relations or friends working for the nursery</p>
<p>Please use this space for details of hobbies/interests and any other information you consider relevant</p>	<p>I confirm that the information given is accurate:</p> <p>Signed:</p> <p>Date:</p>
<p>Please give the names, addresses, and telephone numbers of 2 people who may be contacted to provide references, one of which must be your current or most recent employer:</p> <p>Referee No 1:</p> <p>Referee No 2:</p>	<p>If you do not wish for us to contact your current employer for a reference at this stage, please tick here</p> <p><input type="checkbox"/></p> <hr/> <p>Office Use Only</p>

Equal Opportunities Policy

The Company is an equal opportunity employer. The aim of the policy is to ensure that no job applicant, employee or trainee receives less than favourable treatment on the grounds of sex, race, colour, nationality, ethnic or national origins or disability, or is disadvantaged by conditions or requirements which cannot be justifiable. Selection criteria and procedures will be frequently reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees will be given equal opportunity and, where appropriate, special training to progress with the company. The Company is committed to a programme of action to make the policy fully effective and the Employee should ensure this policy is complied with and failure to do so will be treated as a disciplinary matter.

The Nursery is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Please use a separate sheet for any additional information that you wish to include in your application

For Office Use Only

Disclosure No Date Issued

Seen and checked by Date