

Nursery Practitioner Application Form

Lamberhead Green Headstart Nursery

Kershaw Street. Orrell. Wigan WN5 0AW

01942 776002

Lhgheadstart8@icloud.com

Post: Nursery Practitioner

Contract: Term-Time Only

Hours per week: e.g. 37.5

Pay: Grade 2 (scp 04 only)

Closing date for applications: 15/10/2026

Interview date (if shortlisted): W/B 19/10/2026

Please complete this form in black ink or type. Return by email/ post / or in person to :

The Nursery Manager

CVs alone will not be accepted.

1. Personal Details

- **Title:** (Mr/Mrs/Ms/Miss/Other)
- **Surname:**
- **Other Names:**
- **Date of Birth:** / /
- **Address:**

Postcode: _

- **Telephone:**
- **Email:**
- **National Insurance Number:**
- **Right to work in the UK:** ☐ Yes ☐ No
If "No", please provide details of your visa/permission:

2. Position Applied For

- **Post applied for:** ☐ Nursery Practitioner
- **Are you applying for:** ☐ Full-time term time only ☐ Part-time term time only

- How did you hear about this vacancy?
-

3. Availability

- Earliest start date: / /
 - Are you currently employed? ☐ Yes ☐ No
If yes, notice period:
 - Please confirm your availability for interviews:
☐ Mornings ☐ Afternoons
Any dates you are unavailable:
-

4. Education & Qualifications

Please list all relevant qualifications, starting with the most recent.

Dates (From–To) Institution Qualification & Grade

Do you hold a Level 2 or Level 3 Early Years qualification? ☐ Yes ☐ No

If yes, please specify:

Do you hold a current Paediatric First Aid certificate? ☐ Yes ☐ No

Expiry date (if applicable): / /

5. Employment History

Please list all relevant employment, starting with your current or most recent role. Include any gaps in employment.

Dates (From–To) Employer & Role Main Duties Reason for Leaving

Please explain any gaps in employment of more than 3 months:

6. Experience Working with Children

Please describe your experience working with children in the early years (0–5 years), including ages, settings, and responsibilities.

Do you have experience supporting children with additional needs or SEN? ☐ Yes ☐ No

If yes, please provide brief details:

7. Safeguarding & Suitability

Have you ever worked with children or vulnerable adults before? ☐ Yes ☐ No

Have you ever been the subject of a safeguarding concern or investigation? ☐ Yes ☐ No

If yes, please provide details (this will be discussed confidentially if you are shortlisted):

Do you have any unspent convictions? ☐ Yes ☐ No

This post is exempt from the Rehabilitation of Offenders Act 1974 due to regular contact with children.

If yes, please provide details:

Are you related to any current employee of Lamberhead Green Headstart Nursery? ☐ Yes ☐ No

If yes, please provide name and relationship:

8. References

Please provide two referees, one of whom must be your current or most recent employer. Referees will only be contacted following a conditional offer of employment.

Referee 1 (Current/Most Recent Employer)

- **Name:**
- **Job Title:**
- **Organisation:**
- **Address:**
- **Email:** _
- **Telephone:** _
- **Relationship to you:**

Referee 2

- **Name:**
 - **Job Title:**
 - **Organisation:**
 - **Address:**
 - **Email:** _
 - **Telephone:** _
 - **Relationship to you:**
-

9. Supporting Information

Please explain why you are suitable for this role, referring to your skills, experience, and how you meet the person specification (if provided). You may continue on a separate sheet if needed.

10. Declaration

I confirm that the information provided on this form is true, complete, and accurate to the best of my knowledge. I understand that any false or withheld information may lead to my application being rejected or, if employed, dismissal.

I consent to Lamberhead Green Headstart Nursery processing my personal data for recruitment purposes in line with UK GDPR. My data will be retained for [e.g. 6 months] after the recruitment process unless I am appointed, in which case it will form part of my employment record.

I understand that, if appointed, my employment will be subject to satisfactory pre-employment checks, including an enhanced DBS check (child workforce), identity checks, right-to-work checks, and verification of qualifications and references.

I understand that this post involves regular contact with children and that I am required to disclose any information that may affect my suitability to work with children.

Signature:

Date: / /
