



# Hattie's Nannies

& Wedding Crèches

## Nanny Application Form

Please use capital letters



YOUR PERSONAL DETAILS			
FULL NAME:			M / F
NATIONALITY:	DATE OF BIRTH:	AGE:	MARITAL STATUS:
ADDRESS:			
CONTACT TELEPHONE NUMBER:	Home: _____ Mobile: _____		
EMAIL:			
POSITION REQUIRED			
Qualified Nanny <input type="checkbox"/> Qualified Maternity Nanny <input type="checkbox"/> Mother's Help <input type="checkbox"/> Other <input type="checkbox"/> <i>please specify</i> Please list your Nanny Qualifications _____ Ofsted registered <input type="checkbox"/> Do you have your own insurance ? <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> <i>dates</i> _____ Live in <input type="checkbox"/> Daily <input type="checkbox"/> Full Time (25+ hours a week) <input type="checkbox"/> Part Time <input type="checkbox"/> <i>days and hours you would like to work</i> _____ Min Weekly Rate ( £net) _____ (live in/out)    Current Weekly rate£(net)_____ <small>Delete as appropriate</small> Required start date _____ Notice period on current position _____ Do you have holidays booked? ( dates) _____ Are you available for w/e wedding creches ( Surrey ) Yes/No I have my own child/ren <input type="checkbox"/> (Age and Sex) _____ Do you need to bring them to work? YES/NO			



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### MORE ABOUT YOU

<b>YOUR FAMILY:</b>  Address of next of kin:	<b>Father Name &amp; Occupation</b>	<b>Mother Name &amp; Occupation</b>	<b>Brothers &amp; Sisters (Including Ages)</b>
<b>HOBBIES &amp; INTERESTS:</b>			
<b>Do you smoke?</b>	<b>Do you hold a clean, full UK driving licence?</b>	<b>Own car or use of a car?</b>	<b>How far are you prepared to commute to work?</b>
YES / NO	YES / NO Since _____	YES / NO	
<b>Are you a qualified first aider?</b>	<b>Special diet?</b>	<b>Do you like pets?</b>	<b>Can you swim?</b>
YES / NO	YES / NO What? _____	YES / NO	YES / NO
<b>Do you have any allergies?</b>			

### OTHER

How did you hear about Hattie's Nannies?



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### YOUR HEALTH DETAILS

Do you have or have you had any physical problems requiring referral to a specialist in the last 5 years?

YES / NO

Do you have or have you had any mental problems in the last 5 years?

YES / NO

Have you, at any time, suffered from mental or physical health problems, which could affect your ability to work as a nanny with sole charge of young children?

YES / NO

Are you taking regular prescribed medicines?

YES / NO

If you answered YES to any of the above questions please provide details here

Do you consent to Hattie's contacting your GP and occupational health physician (if necessary) for further information in connection with the above?

YES / NO

Name, address and telephone number of GP



**Please include specific Nanny/First Aid/Other relevant qualifications above  
e.g BTEC National Diploma, First Aid certificate.**



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YOUR CURRENT EMPLOYER	
NAME & ADDRESS OF EMPLOYER:	
CURRENT POSITION AND DUTIES INVOLVED:	
AGES OF THE CHILDREN YOU LOOK AFTER:	
PROUDEST ACHIEVEMENTS WITH THIS FAMILY:	
DATE STARTED:	
FROM WHEN ARE YOU AVAILABLE?	
REASONS FOR LEAVING?	
WHAT IS YOUR NOTICE PERIOD?	

Can we contact your current employer for a reference?

YES / NO



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YOUR PREVIOUS EXPERIENCE				
Position ( e.g Nanny sole charge)	No. of Children	Age of children	Date from-to	Contact Details (if to be used as reference)
				Family Name:  Address:  Telephone:
Reasons for leaving				
				Family Name:  Address:  Telephone:
Reasons for leaving				
				Family Name:  Address:  Telephone:
Reasons for leaving				

Total number of years experience as a Nanny/Mother's Help/ Au pair or other \_\_\_\_\_

Age range of children \_\_\_\_\_ ( e.g from 3 months to 5 yrs old)



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### CRIMINAL CHECK

All convictions, including spent ones, must be disclosed. By virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, the Rehabilitation of Offenders Act 1974 does not apply in relation to employment of a nanny. This is because the care and supervision of persons under the age of 18 is involved.

Hattie's will perform an Enhanced Disclosure Search of your local police record. This will reveal all pending, current and spent convictions as well as details of any cautions, reprimands or final warnings. Disclosure also indicates whether an individual is banned from working with children.

**I have a current CRB enhanced disclosure certificate** YES / NO

**I have not got a current certificate but agree to Hattie's carrying out this search.** YES / NO

**( IMPORTANT : If you are not a UK resident we will require a Police check from your country - you need to request this yourself as we are not permitted to do so).**

### Declaration:

I certify that the information given on this form is true and correct and give permission for Hattie's to verify any references supplied, if required. I agree to treat all information given to me regarding vacant positions as confidential and agree not to pass names and addresses of potential employers to any other person.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PLEASE RETURN YOUR FORM TO :**

**Elaine Hunn , Hattie's Nannies, "Holmlea", Tilthams Green, Godalming, Surrey, GU7 3BT.**

**Tel no: 01483 415406**