

MONICA’S NANNIES LTD

Childcare Agency

**Declaration & Consent:

If you are appointed to a job through Monica’s Nannies that involves access to children and anything comes to my attention that affects the accuracy of your answer to the Safeguarding questions, you hereby declare that you will inform me / your employer without delay.

You consent to the processing of the information on this form for the purpose of applications that may result in employment.

You understand that if there are any inconsistencies or gaps in the information provided, these may be investigated and lead to your registration with Monica’s Nannies being refused.**

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| **First Name:** | **Surname:** |
| **Other Names Used:** | **Date of Birth:** |
| **Home Telephone:** | **Mobile Number:** |
| **Email address:** |
| **Current Home Address;** |
| **Skype name: Do you use Facetime:** |
| **Nearest Transport Link:** |
| **MORE ABOUT YOU (please tick where relevant)** |
| **Do you have pets? What pets** |
| **Do you smoke**  | **Do you agree not to smoke while on duty (please sign)** |
| **What languages do you speak, read or write** |
| **Mother tongue** |  |  |  |  |
| **Any other language** |  | **BASIC** | **INTERMEDIATE** | **FLUENT** |
| **Any other language** |  | **BASIC** | **INTERMEDIATE** | **FLUENT** |
| **Any other language** |  | **BASIC** | **INTERMEDIATE** | **FLUENT** |
| **Do you drive**  | **Manual Car** | **Automatic**  | **Car Owner**  | **Confident Driver**  |
| **Do you have any points on your licence** |
| **Hobbies / Interests** |  |
| **Do you have any pre-booked holidays** |  | **Are there any days that you can’t work** |  |
| **How long have you been looking for work** |  | **Can you work on weekends** |  |
| **ABOUT THE TYPE OF WORK YOU ARE LOOKING FOR** |
| **Live In** |  | **Live Out** |  | **Part Time** |  | **Full Time** |  | **Manny** |  |
| **Before and After School** |  | **Permanent** |  | **Temporary** |  | **Special Needs** |  |
| **Maternity nanny/Nurse** |  | **Night Nanny and Sleep Consultant** |  | **Nanny Housekeeper** |  | **Au Pair** |  |
| **Evening Babysitter** |  | **Occasional and Emergency Day care Nanny** |  | **Overnight** **Babysitter** |  | **Holiday****Nanny** |  |
| **Minimum commitment**  |  | **Current notice period** |  |
| **Maximum commitment** |  | **Sole Charge only** |  |
| **Weekly Salary Required**  |  | **Annual Salary Required (optional)** |  |
| **LIVE IN ACCOMODATION PREFERENCES:** |
| **Accommodation Type** | **Own Room** |  | **Self-Contained Flat** |  | **Top Floor** |  | **Separate** |  |
| **Are you happy to travel with the family** |  | **Are you willing to share a room with the children** |  |
| **Are you happy to work in a home with pets** |  |
| **REFERENCES: (List family name, children age, family Email and/or telephone number, min. 2 references)** |
| **1.** |  |
| **2.** |  |
| **3.** |  |
| **ABOUT YOUR ELIGIBILITY TO WORK IN THE UK** |
| **Nationality** |  | **Birth Place** |  |
| **How long have you lived in the UK** |  | **National Insurance Number** |  |

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| **ABOUT YOUR HEALTH** |
| **Do you have any health condition or disability that may affect your ability to do any part/s of the type of job you are interested in?**  |  |
| **Do you have any allergies, food intolerance that an employer should know about?** |  |
| **YOUR QUALIFICATIONS (OPTIONAL)** |
| **What professional qualifications do you hold:****1)****2)****3)** |
| **Do you have a current First Aid certificate? Expiry date:** |
| **Are you Ofsted registered? Expiry Date:** |
| **DBS INFORMATION** |
| **Date of most recent DBS** |  | **Are you on the Update Service** |  |
| **Do you need a new DBS from Monica’s Nannies** |  |

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| **YOUR CHANCE TO TELL US ALL ABOUT YOUR EXPERIENCE** |

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| **AGE RANGE EXPERIENCE** |
|  | **6+ months experience** | **2+ years experience** | **5+ years experience** |
| **Newborn – 6 months old** |  |  |  |
| **6 months – 12 months**  |  |  |  |
| **1 - 2 years** |  |  |  |
| **2 - 5 years** |  |  |  |
| **5 – 10 years** |  |  |  |
| **Teenagers** |  |  |  |
| **NANNY DUTIES** |
| **Teaching children to swim** |  |  |  |
| **Encouraging speech** |  |  |  |
| **Weaning** |  |  |  |
| **Introducing solids – 2 or 3 examples** |  |  |  |
| **1 years old meals – 2 or 3 examples** |  |  |  |
| **Toddlers meals – 2 or 3 examples** |  |  |  |
| **Bathing children** |  |  |  |
| **Working between multiple residences** |  |  |  |
| **Arranging sporting activities** |  |  |  |
| **Type of sporting activities** |
| **Doing outdoor activities** |  |  |  |
| **Examples of outdoor activities** |
| **Sleep training** |  |  |  |
| **Bottle feeding** |  |  |  |
| **Good behaviour charts** |  |  |  |
| **Establishing a routine** |  |  |  |
| **Teaching manners** |  |  |  |
| **Cooking for Children** |  |  |  |
| **Cooking for Children with allergies** |  |  |  |
| **What specific allergies** |
| **Organising play dates** |  |  |  |
| **What types of play dates** |
| **HOUSEHOLD TASKS** |
|  | **Basic** | **Good** | **Excellent** |
| **Working in a formal household** |  |  |  |
| **Cleaning** |  |  |  |
| **Children’s laundry** |  |  |  |
| **Organising children’s wardrobes** |  |  |  |
| **Repair of clothes** |  |  |  |
| **Cooking for parents** |  |  |  |
| **Working with other staff in the household** |  |  |  |
| **TEACHING** |
|  | **Basic** | **Good** | **Excellent** |
| **Teaching 0-5 year olds** |  |  |  |
| **Teaching 6-12 year olds** |  |  |  |
| **Teaching teenagers** |  |  |  |
| **Planning & implementing structured lessons** |  |  |  |
| **Confident teaching English** |  |  |  |
| **One to one tuition** |  |  |  |
| **Assisting with homework** |  |  |  |
| **Teaching methods – give examples** |  |  |  |
| **Confident teaching any other subjects & to which age range** |
| **Special needs experience** |  |  |  |
| **What specific special needs experience?** |

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| **PLEASE SEND** |

Please note that you must SEND a copy of the following documentation;

* Passport
* If you don’t have a passport bring evidence of your National Insurance Number & full birth certificate
* Drivers Licence (if applicable)
* 1 x proof of address that are less than 3 months old (mobile phone statement or letter from bank not allowed) a bank statement or utility bill is ideal
* Qualification certificates (if applicable)
* Most recent First Aid certificate (if applicable)
* Most recent DBS (if applicable)
* Overseas police clearance certificate (if applicable)
* Most recent, up to date CV
* 2 written references (if applicable)
* A smart picture of you

**WHAT HAPPENS NEXT**

**I will be in touch to arrange an interview with you.**

**Please note that you must bring the ORIGINAL documentation with you.**

**Note further** if you are having a skype interview you will need to get your identity documents verified, this can you be done via your local post office

Under regulation 14 of the Employment Agencies Act 1973 I hereby inform you that I do not act as an Employment Agency. I act as an introductory service only.

I do not charge a fee for candidates to register with me.

I will only charge an introduction fee to a client according to my Terms of Business.

If your DBS is not on the Update Service you will need to apply for a new DBS for which there is a fee.

Your name: Signature:

Date Signed: