

# Bacup Family Centre

ABD Community Centre  
Burnley Rd  
Bacup OL13 8AB  
01706 870683  
Enquiries @bacupfamilycentre.co.uk



## Application Form

Please complete this form fully and return to - [rachel.allen@bacupfamilycentre.co.uk](mailto:rachel.allen@bacupfamilycentre.co.uk)  
Alternatively send via post or drop in at the office.

**Post: -Youth and Community Family Support Worker**

Completed forms must be returned by **Friday 13<sup>th</sup> February 2026 – 12.00 noon**

***Please write or type clearly using black ink, so that this form can be photo-copied.***

Where did you hear about this vacancy? .....

### Personal Information

Name:-	Title:-e.g. Mr./Mrs./Miss.....
Address:- .....	Post Code:-.....
Tel number: -	Mobile: -
Email:-	
National Insurance Number: -.....	
Do you require a work permit to enable you to work in the UK? YES / NO	

**Please provide the names, organisations, job titles, addresses and phone numbers of three referees. At least one should be your current or most recent employer.**

**Please indicate the capacity in which you know your referees.**

1	2	3

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1 - May we approach this referee for a reference now? **Yes/No**

2 - May we approach this referee for a reference now? **Yes/No**

3 - May we approach this referee for a reference now? **Yes/No**

**1) *Employment/voluntary work/experience***

Please give details of your current or most recent employment/voluntary work first and work backwards. Please include all periods of unemployment, travel etc. in the space provided so there are no gaps in the record. (if needed you can record further details on an additional A4 sheet using the same layout).

Date from/to (month/year)	Employer's name and address and nature of business	Job titles and brief description of duties	Current salary or final salary (for last post only) and reason for leaving

**Gaps in your employment – Please provide information of any gaps in employment**

From (month/year)	To (month/year)	Reason

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**2) Qualifications and Training**

Dates (from/to)	College/university/other training organisation	Subject	Qualifications Awarding body	Grade Obtained
Membership of Professional Bodies (if applicable)				
Name: -		Membership/Status: -		
Renewal Date: -		Number: -		

**3) Hobbies and Interests**, please use this space to tell us about any hobbies and interests that you have.

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**4) Relevant Experience**

Please tell us how your experience, skills, abilities, and qualifications meet the requirements of the post you are applying for and your reasons for applying for this post. Please outline your interest in the post. Also, use this space to tell us anything not covered elsewhere which you feel is relevant. (Please check the Job Description and Person Specification before completing this section, as these will help you to focus of your response). You may use up to a further two sides of A4.

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### **5) Criminal Records, Disqualification, and Declaration**

*All applicants must answer all questions in this section. As you are applying for a post which brings you into contact with children and vulnerable adults as part of your duties, you are required under the Rehabilitation of Offenders Act (Exceptions) Order 1975 and/or (Northern Ireland) 1979 to disclose convictions that may be considered "spent for other purposes".*

➤ Are you subject to any current outstanding disciplinary action or legal YES/NO proceedings?

Have you ever been:

➤ Convicted of a criminal offence or cautioned, reprimanded or given a final warning by the police ('spent or unspent') in the UK or elsewhere? **YES/NO**

**If yes please give details of all offences, penalties and dates on the page marked Criminal Record/Disqualifications/Other in this application form.**

**Regulatory body sanctions**

➤ Are you subject to any sanctions imposed by a regulatory body? e.g. GSCC, NISCC, GTC **YES/NO**

**If yes please give details of all offences, penalties and dates on the page marked Criminal Record/Disqualifications/Other in this application form.**

➤ Have you ever been dismissed by reason of misconduct from any employment, office or other position previously held by you? **YES/NO**

➤ Found guilty of violent, cruel, indecent or dishonest behaviour in any military service disciplinary proceedings? **YES/NO**

➤ Has any action ever been taken against you by a local authority regarding a child/children under 18 years of age? **YES/NO**

➤ Are you aware of any police enquiries being undertaken following allegations made against you, past or present which may affect your suitability for this post? **YES/NO**

➤ Are you aware of any previous child protection enquires or allegations that have been made against you recently or in the past? **YES/NO**

➤ Have you ever been charged regarding any offence against a child or any offence of a sexual nature? **YES/NO**

➤ Have you at any time had a child of yours or with someone, whom you lived, placed on a Child Protection Register? **YES/NO**

➤ Are you banned from working with children or vulnerable adults? **YES/NO**

**Criminal Records/Disqualifications/Other**

Please give details below.

6) Please answer the following question if the post (job description/personal specification) you are applying for requires this.

Do you hold a current full driving license? Yes  No  Not applicable for this role

If yes is it a clean driving license? Yes  No  If no please give details

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*Do you consider yourself to have a disability? Yes  No*

*Please tell us if there are any reasonable adjustments that we can make to assist you in your application, or with our recruitment process. If invited to interview, are there any special arrangements that you would like to be made for you?*

If you were to be successful how soon could you take up the post?

This appointment depends on a successful Enhanced DBS check.'

Declarations below – To be completed by all applicants

*I confirm that to the best of my knowledge the information I have given is correct and complete and that any false statements or omissions may render me liable to dismissal without notice or in some instances, I may be liable to prosecution in certain circumstances.*  Please tick

*I understand and agree that data contained in the application form will be used and processed for recruitment purposes. I understand and agree that should I become an employee; the information will also be used for employment related purposes. I agree to Bacup Family Centre Ltd holding and processing this information.*  Please tick

PLEASE NOTE : SUCESSFUL CANDIDATES FOR INTERVIEW WILL BE INVITED AND REQUIRED TO DELIVER A PRESENTATION ON 'WHAT IT MEANS TO YOU TO SUPPORT YOUTH AND FAMILIES AND THE CHALLENGES THEY FACE IN TODAYS SOCIETY AND HOW YOU WILL SUPPORT THEM IN THIS'. YOU WILL ALSO BE INVITED TO ATTEND ONE OF OUR YOUTH SESSIONS.

**Signed:**

**Date:**

**Name:** (Please print)