**Brook Green**



**Centre for Learning**

**School Based Placement Request**

Brook Green Centre for Learning is committed to providing opportunities for those wishing to learn more about the teaching profession in a special school setting. The work experience programme offered will form an introduction to working within a school environment and the chance to consider teaching as a possible career.

**Our Safeguarding Commitment**

Brook Green Centre for Learning is committed to safeguarding and ensuring the welfare and safety of all our students. We believe that our students have a right to learn in a supportive, caring and safe environment which includes the right to protection from all types of abuse; where staff are vigilant for signs of any student in distress and are confident about applying our safeguarding processes to avert and alleviate any such problems.

This post is subject to an enhanced Disclosure and Barring Service (DBS) check.

DATA PROTECTION ACT 2018

Information from this application may be processed for any purposes registered by the school under Data Protection Legislation. Individuals have the right to access personal data held about them by the school. This information will be disclosed only to those persons authorised to see it, will be used for the selection process and for successful candidates will be retained on their personnel file, used for payroll and administrative purposes and may be disclosed to government departments where there is a legal obligation to do so.

If you wish to be considered for a school based placement please complete the request form and email a copy to [sjordan@bgcfl.org.uk](mailto:sjordan@bgcfl.org.uk). We only undertake a limited number of placements.

**Application for School Based Placement**

**Please complete in clearly written or typed black ink.**

|  |  |  |
| --- | --- | --- |
| Preferred dates for visit |  |  |
| Length of visit |  |  |
| Subject area for visit |  | |

**Personal Details**

|  |  |
| --- | --- |
| First name(s): | Last name: |
| Previous or other name(s): | Title: Mr/Mrs/Miss/Ms/Dr etc: |
| Address: |  |
|  | Contact telephone numbers: |
|  | Daytime: |
|  | Evening: |
| Postcode: | Mobile: |
|  | Email address: |
| Date of birth: |  |

**Education, Training and Development**

Secondary school/college/university/apprenticeship *with most recent first.*

|  |  |
| --- | --- |
| Name of institution | Period of study from/to |
|  |  |
|  |  |
|  |  |
|  |  |

Details of any relevant learning and development (eg vocational, professional or other relevant)

|  |
| --- |
|  |

**Brief Supporting Statement**

Reason for seeking school based placement. Where do you hope this experience will lead you onto?

|  |
| --- |
|  |

**Supporting Reference**

Please give details of a supporting contact who could be your current tutor or teacher.

|  |
| --- |
| Name: |
| Address: |
| Tel No.: |
| Email address: |
| Occupation/Relationship: |
| How long has the applicant know you? |

*I declare that the information given in this application is, to the best of my knowledge, complete and accurate and that it may be used for purposes registered by the school under the Data Protection Act. I understand that providing false information is an offence. If, after the offer of a placement, any information is found to be inaccurate, this may lead to the withdrawal of the offer.*

Signature: Date: