

Work Experience Application Form

Please write in **BLOCK CAPITALS** and use black ink. Alternatively you may wish to type your response below. This data will only be used to contact candidates updating them on their application progress and for emergency contact details for successful candidates.

Personal Information

Title:	Mr.	<input type="text"/>	Ms.	<input type="text"/>	
Forenames:	<input type="text"/>			Surname:	<input type="text"/>
DOB:	<input type="text"/>			School Year:	<input type="text"/>
Telephone:	<input type="text"/>			E-Mail:	<input type="text"/>

School Details

Address:	<input type="text"/>	School Telephone Number:	<input type="text"/>
		Supporting Teacher's Name:	<input type="text"/>
Postcode:	<input type="text"/>	Supporting Teacher's E-mail Address:	<input type="text"/>

Parent/Guardian Contact Details

Name:	<input type="text"/>	Relationship to student:	<input type="text"/>
Home Address:	<input type="text"/>	Home Telephone Number:	<input type="text"/>
		Mobile Telephone Number:	<input type="text"/>
Postcode:	<input type="text"/>	E-mail Address:	<input type="text"/>

Applicant Supporting Information

Please tell us why you are applying for this work experience programme?

What subjects at school do you find most enjoyable and why?



NG Bailey

What do you know about NG Bailey and what we do?

Give details of your main hobbies, sports and activities. Include details of any organisations of which you are a member (e.g. Scouts, Guides, Youth Clubs etc.) Mention any posts of responsibility.

School Supporting Information (to be completed by supporting teacher)

Please tell us why we should consider the applicant for our work experience programme.

Behaviour

By applying to NG Bailey's work experience week, the applicant agrees to behave in a manner suitable for a professional environment, should they be successfully selected to participate in the scheme. Any student deemed to be behaving in a manner inappropriate for the professional environment will be requested to leave the work experience.

Expectations

NG Bailey wants to attract the best talent to our workstreams, so we are looking for candidates who:

- Have interest in and enjoy STEM subjects
- Are open minded - interested in finding out about different types of engineering careers
- Enjoy problem solving
- Like working in a team
- Like meeting and working with new people
- Have good communication skills – can communicate with people at different levels, will express an opinion, will ask questions, listens to others
- Are resilient – will see a task through to completion

Clothing and Shoe Size

If you are successful in applying to our work experience week, we may be taking you on a site visit. Please provide your clothing and shoe size (no half sizes) so we can provide you with safety boots and overalls.

Clothes size:		Shoe size:	
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Declaration

I shall not divulge to any person, firm or company any confidential information relating to the company or its business which I may acquire during the course of this placement. To the best of my knowledge I declare that the statements and particulars in this application form are true and accurate.

Applicant's Signature:	
Applicant's Name	
Date:	

Parent/Guardian Permission

I give full permission for this applicant to take part in NG Bailey's work experience programme if chosen to do so.

Parent/Guardian's Signature:	
Applicant's Name	
Date:	

Diversity Monitoring

Gender (please tick)

Female

Male

Non-binary

Other

Prefer not to say

Do you have any disability or medical condition which will require adjustments being made to the work place in order for you to be able to carry out your work experience?

White English/Welsh/Scottish/Northern Irish/British		White and Asian	
White Gypsy or Irish Traveller		White and Black Caribbean	
White Irish		White and Black African	
Other white background, please write:		Other Mixed/Multiple Ethnic Background, please write:	
Bangladeshi		African	
Indian		Caribbean	
Sikh		Other background, please write:	
Chinese		Arab	
Pakistani		Other background, please write:	
Other Asian background, please write:			

When completed, please return to Emma Davie by **midnight Tuesday 2nd October 2018**.

Via e-mail (scanned or photographed copy): Emma.davie@ngbailey.co.uk

Via post: Emma Davie
Denton Hall
Denton Road
Ilkley, LS29 0HH