

Are you at present teaching in an educational establishment? yes / no

Name and address of establishment:

Your position:

This information will be kept in strictest confidence.

No contact will be made, unless we receive your written permission.

If you are not teaching at present, please list your experience in teaching, tutoring and other employment.

If you are not working at present, please explain your current circumstances,

.....
Professional Referee:

Character Referee:

Name

Name

Position

Position

Address

Address

Post Code

Post Code

CV enclosed yes / no

Is there anything in your past history which would disqualify you from being placed in a position of trust with children or young adults? yes / no

Have you ever been convicted of a criminal offence, been bound over, received a caution, judgement or investigation pending against you, including spent convictions? yes / no

(If yes please supply details on a separate sheet, which will be treated in confidence.)

- a) Please note that we are an Agency. We do not employ Tutors.
- b) Fees should be paid at each lesson or in advance, but never in arrears. It is normally the responsibility of the tutor to discuss with the client the arrangements for payment, and then to collect the inclusive fee from the client.
- c) Please note that under the Criminal and Court Services Act 2000 it is an offence: for an individual who has been disqualified from working with children to knowingly apply for, offer to do, or accept or do any work in a regulated position. An individual is disqualified from working with children if he / she is included on certain lists held by the Criminal Records Bureau, or has been disqualified from working with children as part of a sentence.

DECLARATION

- a) I have completed this form honestly to the best of my knowledge.
- b) I promise to forward all commission cheques to Elite Home Tutors (made payable to Elite Home Tutors) within six days of the end of each calendar month.
- c) I understand that Elite Home Tutors will not be held responsible for any injury, loss, accidental damage, personal indictment or any other claim whatsoever arising in connection with tutoring assignments.
- d) I understand that all referrals must be passed on to Elite Home Tutors and that no details of past, present or future clients are given to any other party.

Signed:

Date: