



**LONDON BOROUGH OF BRENT
CHILDREN AND YOUNG PEOPLE**

APPLICATION FOR APPROVAL AS A CHAPERONE

The application process involves completing an application form and obtaining a Disclosure and Barring Service (DBS) check (previously CRB check).

Please complete and return form, with a digital photograph to child.employment@brent.gov.uk or post with a passport-size photograph to: **The Education Welfare Service, London Borough of Brent, Brent Civic Centre, Engineers Way, Wembley HA9 0FJ.**

Personal Details	
Surname:	Forename:
Address:	
Postcode:	
Home phone:	Daytime Phone/Mobile:
Date of Birth:	E mail:

Experience & Qualifications		
Do you have any previous Approval as a Chaperone?	YES	NO
If 'YES', which Local Authority gave approval, with dates:		
Are you a registered Child Minder or Foster Carer?	YES	NO
If 'YES', please give dates and registered numbers:		
Do you have any other relevant qualification applicable to working with children e.g. teacher, teaching assistant, nursery worker, youth worker, social worker?		
Do you have a First Aid Qualification?	YES	NO
Do you have a valid Full UK Driving Licence?	YES	NO
NB: If you use your own vehicle to transport children you must ensure that you have appropriate business use insurance and that you comply with all relevant legislation.		

Other Details

Do you have any friends or relatives that are employed by the London Borough of Brent?

YES **NO**

If 'YES', please list names:

Do you have any health needs or disability that could affect your performance as a chaperone?

YES **NO**

If YES please provide further information:

DBS Disclosure

An **Enhanced Disclosure** is required for any applicant applying for approval as chaperone. Your contact details will be forwarded to the DBS Team who will advise you on the process. You will be expected to produce the Disclosure document before a chaperone licence is granted.

Do you have any criminal convictions?

YES **NO**

Have you been charged with any offence for which you are awaiting prosecution?

YES **NO**

If you have answered **YES** to either of the questions above, please provide further details below:

References

Please list two professional referees, who understand the work of a chaperone, who have worked directly with you and have known you at least two years. Your referees must not be your family members and must be independent from the organisation for which you wish to become a chaperone.

Referee 1

Name:

Occupation:

Telephone:

E mail:

Address:

Postcode:

Relationship to applicant:

Referee 2

Name:

Occupation:

Telephone:

E mail:

Address:

Postcode:

Relationship to applicant:

Personal statement

Please outline why you feel you are suitable for the role of a chaperone. You should demonstrate your understanding of the role of a chaperone, your reasons for applying and detail any relevant qualifications and experience you may have.

Do you intend to work professionally as a chaperone i.e. for payment, or as a volunteer?

PROFESSIONAL

VOLUNTEER

I apply to the London Borough of Brent for approval as a chaperone for children under the [Children \(Performances and Activities\) \(England\) Regulations 2014](#).

I consent to references being sought and to enquiries being carried out by the Disclosure and Barring Service.

I confirm that I have not been disqualified from working with children, cautioned or sanctioned in this regard.

I hereby declare that the information I have provided is true, to the best of my knowledge. I understand that I would be liable to prosecution if I wilfully stated anything which I knew to be false or did not believe to be true.

Applicant's signature:

Date: