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|  | Space\_HR\_14 |
| **Supporting Statement Form**  Please complete in clearly written or typed black ink. | DY space logo teal.jpg |

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| Full Name (not nickname): | |
| Postal Address: | |
| Email Address: | |
| Post applied for: | Job reference: |
| Where did you see the advertisement of this post? | Date available to start: |

**SUPPORTING STATEMENT**

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| **Please read the information we have provided about this job. Use this space to show how your knowledge, skills and experience meet the requirements. You can use examples from paid employment, voluntary work, family experiences and leisure activities as evidence.**  **Please limit your statement to no more than two sides of A4** |

**6. EMPLOYMENT CHECKS FOR THE SAFEGUARDING OF CHILDREN**

We are committed to safeguarding and expect all staff to share this commitment. We need to ensure that all potential employees satisfy our employment checks. Shortlisted applicants will be required to undertake further checks, including references, and will be required to provide a Disclosure from the DBS.

**7. ADDITIONAL INFORMATION**

We are committed to interviewing people with a disability who meet the essential criteria of the person specification. The Disability Discrimination Act defines a person as having a disability if he or she has, “a physical or mental impairment which has a substantial and long-term adverse effect on his or her ability to carry out normal day to day activities”.

Do you have a disability? Yes ☐ No ☐

We will make reasonable adjustments to help a person with a disability through the application \* selection process and, if successful, to assist you in carrying out the duties of your job.

Are you eligible to work in the UK? Yes ☐ No ☐

Do you require a work permit? Yes ☐ No ☐

Are you related to any member of staff/trustees of the organisation? If yes please give name and relationship. Yes ☐ No ☐

**8. REFERENCES**

References will be requested if you are short-listed. We will ask for information about disciplinary offences relating to children or young people, including any in which the penalty is ‘time expired’ (this is where a warning could no longer be taken into account in any new disciplinary hearing) and whether the applicant has been the subject of any child protection concerns. Please provide details below of any issues that may be raised by any potential references. If there are none please write ‘none’.

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I declare that the information given in this application and accompanying CV is, to the best of my knowledge, complete and accurate and that it may be used for purposes registered by the organisation under the Data Protection Act. I understand that if, after appointment, any information is found to be inaccurate, this may lead to dismissal without notice.

**Signature:** Date:

DATA PROTECTION ACT 1998.

Information from this supporting statement and CV may be processed for any purposes registered by the organisation under Data Protection Legislation. Individuals have the right of access to personal data held about them by the organisation. 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. Information held about unsuccessful candidates will be destroyed after 12 months.

Your completed supporting statement and CV should be sent to [recruitment@spacepsm.org](mailto:recruitment@spacepsm.org) or posted to DYS Space Ltd, 100 Club, Wear Barton Road, Exeter, Devon EX2 7EH

Applications received after the closing date and time cannot be considered.