

CHAPERONE APPLICATION FORM

APPLICATION FOR APPROVAL TO ACT AS CHAPERONE

The Children (Performance and Activities) (England) Regulations 2014

PART ONE
Personal Details

Title:	
Full Name:	
Date of Birth:	
Address:	Postcode:
Contact No:	
Email Address:	

PART TWO
About You

DBS	DBS Reference No: Date of Issue:
Name of Group(s) Associated with: (E.g. Theatre Group, Drama Group, Operatic Group, Dance School etc.):	
Occupation:	
Please list CPD accredited Safeguarding/Child Protection Course(s) you have undertaken in the last 36 months:	
Please give us your reasons for applying to become a Chaperone?:	

<p>Do you have any previous experience of working as a Chaperone?</p> <p>If you have answered 'Yes' please tell us about your previous experience of working with children/stage/film/television work:</p>	<p>Yes/No (please delete as appropriate)</p>
<p>Please tell us about any other relevant work experience:</p>	
<p>Please tell us what you believe the overall duties/responsibilities of a Chaperone are:</p>	
<p>The work for which you are applying will entail regular contact with children and is exempt from the Rehabilitation of Offenders Act 1974. Therefore, you are required to declare any convictions, cautions, bind-overs or prosecutions you may have, even if they would otherwise be regarded as 'spent' under this Act.</p>	
<p>Have you ever been convicted of any criminal offence?:</p> <p>If YES, please specify the date of conviction, Court, nature of offence and sentence imposed:</p>	<p>YES/NO (Delete as appropriate)</p>
<p>You are also required to declare any cautions, bind-overs or prosecutions you may have, even if they would otherwise be regarded as "spent" under the above Act.</p> <p>Please detail this here:</p>	

<p>PART THREE</p> <p>References</p>

Please provide the names of two responsible persons who would be prepared to provide a reference as to your suitability to be a chaperone. References should be from separate sources and not from the same organisation or employer e.g. current or most recent employer, a person who has knowledge of and can comment on your work with children, someone who knows you in a professional capacity. References cannot be accepted from a relative or from someone with whom you live. Where there are delays in a

reference being completed, the candidate may need to supply additional referees. Haringey reserves the right to ask for additional references if those supplied are not satisfactory:

Referee 1:	
Name:	
Relationship:	
Contact No:	
Email Address:	
Address:	
	Postcode:

Referee 2:	
Name:	
Relationship:	
Contact No:	
Email Address:	
Address:	
	Postcode:

Declaration

- **I am fit and able to undertake all the duties detailed within the guidance document. I am not disqualified from work with children or subject to sanctions imposed by a regulatory or professional body e.g. Ofsted.**
- **I confirm I have read the 'NOTES FOR CHAPERONES' and understood my responsibilities as a Chaperone**
- **I will notify the Child Employment Officer if there are any changes to my circumstances, including health issues, arrests, and bail conditions and or safeguarding concerns relating to my immediate family members or myself.**
- **I hereby give permission for my name only to be disclosed to other local authorities, schools, production companies and parents when a copy of the child's performance licence is issued.**

- Haringey is asked on occasion, whether we can supply companies with the names of chaperones. I hereby give permission for my name, email and contact telephone number only to be given to productions seeking licensed chaperones. (please circle) Yes No
- I have attached the following supporting evidence with this application:
 - Copy of Enhanced DBS Certificate
 - Photographic ID eg Passport, Driver's Licence
 - Proof of Haringey residency dated within the last 6 months eg utility bill
 - Passport-sized photograph
 - Evidence of Safeguarding/Child Protection Training

Applicant's Signature:	Date:
Name of Applicant:	

Please email your application and supporting documents to:

Child.licencing@haringey.gov.uk

or

Post your application to:

Child Employment Officer
 London Borough of Haringey
 Education Welfare Service
 5th Floor, 48 Station Road
 Wood Green
 London N22 7TY

Please allow 21 days for a response to your application. Should you have any enquiries about the status of your application, please email child.licencing@haringey.gov.uk or contact 0208 489 3477 / 3866.