**Sample personal profile form**

**Personal profile form**

Organisation’s Name:……………………………………………………………………………………………..

**Personal Details:**

Title:…………….. Forename:………………………………… Surname:……………………………………...

Date of Birth:…...……………………………… Tel No (inc STD code):…………………………..................

Address:…………………………………………………………………………………………………………….

Occupation:………………………………………………………….. Currently Employed Yes □ No □

Qualifications/Training – Please enter details of any qualifications or training courses you have attended which are relevant to caring for or training children and young people.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date(s) | Title of Qualification/Training | Subjects Studied | Length of Course | Name of Organisation |
|  |  |  |  |  |

Experience – Please give details of experience of working with under 18’s or vulnerable people.

|  |  |  |
| --- | --- | --- |
| Where previously have you worked with young people under the age of 18? | In what capacity? | Between which dates? |
|  |  |  |
| Other comments: | | |

Referees – Please provide the names and addresses of TWO responsible persons for reference purposes. Referees should not be related to you and, where possible, should have knowledge of your ability to care for or be in the proximity of children. All references will be taken up. You should secure prior agreement of referees before providing their names.

|  |  |
| --- | --- |
| **Referee 1**  Name:………………………………………………..  Address:……………………………………………..  ………………………….. Postcode:………………. | **Referee 2**  Name:………………………………………………..  Address:……………………………………………..  ………………………….. Postcode:………………. |

Declaration – I have read and understood the organisation’s Child Protection Policy and agree to a Disclosure Scotland check. I agree to inform the organisation of any change in circumstances. I can confirm that I am not disqualified from working with children as set out within S17 of the Protection of Children (Scotland) Act 2003. I understand that deliberately giving false information in respect of this can lead to prosecution.

Signature………………………………………………….. Date:………………………………………………