



School Curricular - Work Experience Application Form



Stratford-on-Avon District Council

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If you find the text on this form difficult to read we may be able to supply it in a format better suited to your needs.

PRIVACY STATEMENT

Stratford-on-Avon District Council will use your personal data for human resources purposes. We may share your information with our software providers, contractors and agents for these purposes. We may also share attendance and performance information with your school or college. We will do this in the fulfilment of our legitimate interests in providing and managing work experience placements (including mentoring, etc.). We will use details about your health and any disability only where necessary for the purposes of occupational health (this will normally include sharing details with our first-aiders).

Your personal data will be held in accordance with our Retention and Destruction Policy which is available on our website. To discuss your right to request access to, rectification, restriction, portability or erasure of your personal data, or to object to the way that we process your personal data please visit www.stratford.gov.uk/privacy or contact our Data Protection Officer by post at our Elizabeth House office, by email at data.protection@stratford-dc.gov.uk or by telephone on our mainline number 01789 267575. In addition to our own complaints procedure, you also have the right to make a complaint to the Information Commissioner's Office.

Your Personal Details

Title	<input type="text"/>
First Name	<input type="text"/>
Last Name	<input type="text"/>
Date of birth (DD/MM/YYYY)	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Home address	<input type="text"/> <input type="text"/> <input type="text"/>
Home postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Daytime contact number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Mobile number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Email address	<input type="text"/>

Please tell us about any aids / adaptations we would need to be aware of to help you in this placement.

Your Work Experience

Please indicate the type of work experience programme you would like

Programmes	Service areas you may experience during your week placement	Preferred Programme (please tick)
Determining Planning Applications	<ul style="list-style-type: none"> • Registering Planning Applications • Processing Planning Applications • Planning & Housing Policy • Planning Enforcement • Building Control Services 	
Revenue Services	<ul style="list-style-type: none"> • Customer Services • Housing Applications and Services • Processing Housing Benefit Claims • Collecting Council Tax • Accountancy 	
Community Services	<ul style="list-style-type: none"> • Community Safety - responding to anti-social behaviour complaints, supporting the Police and CCTV • Leisure Services - play areas and Leisure Centres • Street Scene - Rubbish & Recycling Collections and maintaining public areas. • Environmental Health - Inspecting Food Premises and Air Quality and Noise Complaints. • Democratic Services - arranging Committee Meetings, taking minutes, liaising with Councillors and organising Elections. 	
Professional Support	<ul style="list-style-type: none"> • Legal Services / Solicitors • Human Resources - recruitment and staff support. • External Communications - social media and press releases. • Consultation & Insight - Customer Surveys and Research on the District. • ICT & Business Development - Computer Infrastructure, Software Development and plotting land and buildings spatially. 	

Dates available

Number of hours per week

