



Freelance Cycle Training Instructor Application form - Swindon

Please complete and return this form. Use black pen or type.
All information supplied will be held in confidence.

Personal details

Title: Surname: First name:.....

Other names in full:

Address

.....

..... Post code:

Contact details

Home

Work

Phone:

Phone:

Email:

Email:

Mobile:

Are you a National Standard Instructor?

Yes: NSIP NSIQ NSIT (Circle one if applicable)

NSI number if known:Who did you train with?.....

No: I would like to enrol on a four-day instructor training course held in Bristol
I am able to pay a £150 deposit to secure my training.
I understand this deposit will be refunded as I deliver Bikeability for Life Cycle.

Availability

What days of the week would you be available for work?

How long do you envisage your availability continuing for?

Work history

Please briefly out-line your previous work history during the last 10 years:

| Job title and brief description of duties (cont on a separate sheet if necessary): | From: | To: |
|--|-------|-----|
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Experience

Please explain how your abilities and your experience make you suitable for this post and provide any other information that you consider relevant including teaching experience. Please continue on a separate sheet if necessary.

Please provide details of your experience of working with children in either a voluntary or professional capacity. Please continue on a separate sheet of paper if necessary.

Relevant training

Please detail any courses or seminars you have attended that may be relevant to this post (e.g. a First Aid qualification)

| Name of course and organiser | From: | To: | Qualification obtained (if applicable) |
|------------------------------|-------|-----|--|
| | | | |
| | | | |

Bicycle maintenance skills

Do you have any bicycle maintenance skills? Please out-line them briefly below.

References

Please provide the names and postal addresses of two people whom we may approach for a reference.

| Name | Address | Capacity in which known to you |
|---------------|---------|--------------------------------|
| | | |
| Email address | | |

| | | |
|---------------|--|--|
| | | |
| Email address | | |

As part of its Child Protection Policy, Life Cycle UK will take up references and successful candidates are required to undergo an Advanced Disclosure check by the Disclosures and Barring Service (DBS). Appointment will be conditional upon passing these checks.

Please initial here to indicate that you have read the above statement and that you agree to Life Cycle UK proceeding as described.

Employment issues

Life Cycle UK engages the services of Cycle Training Instructors on a freelance basis. Instructors are not part of Life Cycle UK’s staff. Work will be offered as and when available. There is no guarantee of work and, equally, Instructors do not have to accept work that is offered.

Instructors are responsible for their own Income Tax and National Insurance. Life Cycle UK recommends that Instructors register with HM Revenue and Customs as self-employed.

Please initial here to indicate that you have read the above statement and that, if offered work as a Cycle Training Instructor, you will operate as a freelance contractor.

Data Protection Act.

In order to recruit to this post Life Cycle UK will (within the terms of the Data Protection Act 1998) process personal information given in connection with this application. Information relating to the successful applicant will form part of our personnel records. No other use will be made of information about applicants.

Declaration.

“I consent to the processing of personal information as described above. I further declare that the information I have provided is true and accurate. I understand that the provision of misleading information or deliberate omission may be grounds for cancelling any appointment arising from this application.”

Signed

Date

Please return this application form to: Chrissie Decker at: chrissie@lifecycleuk.org.uk

**Or post it to: Chrissie Decker, Instructor Application,
Life Cycle UK, Create Centre, Smeaton Road, Bristol, BS1 6XN.**