

## NEW ENQUIRY FORM

Thank you for contacting Team Domenica. We provide innovative employment programmes to support young people with learning disabilities to find paid work, thrive in life and feel included in society.

To apply for a place at Team Domenica, please complete the details below to the best of your ability and return to [admin@teamdomenica.com](mailto:admin@teamdomenica.com) or by post to Team Domenica, 5-7 Preston Road, Brighton BN1 4QE.

If you have any questions, or need further assistance in completing this form, please call us on 01273 681111.

<b>Candidate details</b>			
First name		Surname	
Address			
Email			
Telephone number		Mobile number	
Date of birth			
Gender Identification			<input type="checkbox"/> Prefer not to say
Is your gender the same as the one you were assigned at birth?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Prefer not to say
Sexual orientation			<input type="checkbox"/> Prefer not to say
Ethnicity			<input type="checkbox"/> Prefer not to say
Religion			<input type="checkbox"/> Prefer not to say
Marital Status			<input type="checkbox"/> Prefer not to say
National Insurance number			
ULN (Unique learner number) this can be found on any certificates you have.			
Do you have a current EHCP?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Had one previously
Do you consider yourself to have a learning disability?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Don't know

Describe your learning disability	
Are you registered with a social services team?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what is the team's name?	
Do you have a named care manager or key worker?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide their name	

About the candidate			
Where are you living?	<input type="checkbox"/> Living at home	<input type="checkbox"/> Supported living	<input type="checkbox"/> Living independently
Are you an independent traveller?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Why would you like to join Team Domenica?			
Please tell us your hopes and dreams for the future			
Are you currently working?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If so, where?			
How many hours?			

Paid or voluntary?	<input type="checkbox"/> Paid	<input type="checkbox"/> Voluntary
Are you receiving any benefits?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If so, which benefits are you receiving?		

Education		
What is your highest level of qualification?	<input type="checkbox"/> Entry 2	<input type="checkbox"/> Entry 3
	<input type="checkbox"/> Level 1	<input type="checkbox"/> Level 2 <input type="checkbox"/> Level 3
	<input type="checkbox"/> A Level	<input type="checkbox"/> Degree
Are you currently in education?	<input type="checkbox"/> Yes	<input type="checkbox"/> No When did you leave? _____  Who was your last education provider?
How many hours per week?		
What English and Maths qualifications do you have?		

Medical information		
Do you have any medical conditions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If so, please state		
Are you currently taking any medication?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If so, please state		

How does your medical condition or medication affect your ability to work?		
Do you have any special dietary requirements or allergies?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If so, please state		

<b>Parent / carer details</b>			
<b>Primary contact</b>			
First name		Surname	
Relationship to candidate			
Telephone number			
Email address			
<b>Secondary contact</b>			
First name		Surname	
Relationship to candidate			
Telephone number			
Email address			

<b>Contact details for School/College tutor (if in education)</b>			
Name			
Phone number			
Email address			
<b>Referrer details (if not in education)</b>			
First name		Surname	

Relationship to candidate	
Job title	
Organisation	
County	
Email	
Telephone number	

<b>How did you find out about Team Domenica?</b>	
<i>Please tick or highlight all that apply.</i>	
Referral from Local Authority	<input type="checkbox"/>
Team Domenica candidate or parent	<input type="checkbox"/>
Word of mouth	<input type="checkbox"/>
School or College	<input type="checkbox"/>
Website	<input type="checkbox"/>
Social media	<input type="checkbox"/>
Google search	<input type="checkbox"/>
Brighton and Hove Supported Employment Forum	<input type="checkbox"/>
TV, Radio, Newspaper	<input type="checkbox"/>
Café Domenica	<input type="checkbox"/>
Other (please write):	

Thank you for completing our new enquiry form. One of our team will be in touch to invite you to visit our Centre for an informal interview.

If you are invited for an interview, we need to see proof of residency for the past three years.

Documents you can provide:

- Passport – If you do not have a passport then please contact us and we will advise you about alternative documentation.



**Team Domenica comments:**

**Interview notes:**

**Interview outcome:**



**Information advice and guidance statement:**

The interviewer can confirm that advice and guidance has been given to the prospective candidate on how the Team Domenica programmes fit in with the prospective candidates life plans and other choices they may have now and in the future.

Signed.....

Name.....