



Our Vision
To provide every patient
with the care we want
for those we love the most

Application for a Non-Medical Observation Placement (under 16 years old) at the Norfolk & Norwich University NHS Foundation Trust (NNUH)

Please complete this application form in **black ink**. Information will be treated in the strictest confidence.

Personal Details

Title: _____ Surname: _____ Forenames: _____

Address: _____

Postcode: _____

Telephone no: _____ Date of Birth: _____

Email address: _____

Next of Kin: _____ Daytime Tel no: _____

School/College (if applicable): _____ Address: _____

Name of Careers Advisor: _____

Tel no. of Careers Advisor: _____

Teacher Reference Details

Name of Teacher _____

School Address _____



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Teacher Contact Details _____

Education

Current Studies	Place of Study

Supporting Statement

Please use this space to provide a supporting statement as to why you would like to be considered for work experience at the NNUH (if necessary, continue on separate sheet):

Reference and ID

If your application is successful, the NNUH will require you to include a personal reference from a teacher at your school (please note this must not be your careers teacher).

On your first day you will be required to produce photographic ID, if this is not a passport then the photo will need to be signed and dated on the back by the teacher who provides the reference, if you do not produce the ID the placement will not be able to take place.

Student, Parent and Teacher Agreement to NNUH requirements

1. The NNUH places considerable importance on the need for attention to Health and Safety at work. You have the responsibility to observe the health and safety rules of the work place, to follow these rules and make use of any facilities and equipment provided for your safety. It is essential that all accidents, or near misses, however minor, are reported.
2. The NNUH will also expect you to observe other rules and regulations governing the policies within the workplace which are drawn to your attention. Please note that there is a No Smoking Policy covering the whole working environment and that there are security arrangements applicable to most locations.
3. The NNUH fully supports equal opportunities in employment and opposes all forms of unlawful or unfair discrimination on the grounds of a protected characteristic - pregnancy and maternity, gender reassignment, disability, age, religion or belief, sex, sexual orientation, ethnic origin, marriage and civil partnership.
4. There will be no payment for meals or travelling expenses.
5. Your work experience placement contract must be signed and adhered to.

I have read and understood the above requirements.

Print Name: _____

Signed (student): _____ Date: _____

Please obtain the following signatures: (under 18 yrs) – Please complete overleaf

Parent/Guardian

I have read the work experience/observation programme information and understand the requirements. I will ensure the student understands these obligations and confirm that he/she is not suffering from any health complaint that may affect his/her ability to undertake the placement or for safety reasons should be brought to the attention of those working with him/her. I give permission for my son/daughter _____ to attend the course and observe during his/her visit to the Norfolk and Norwich University Hospital NHS Trust._

Print Name: _____

Signature: _____ Date: _____

School Careers Advisor (if under 18 yrs):

I have read the work experience programme information and give permission for _____ to attend the course and observe during his/her visit to the Norfolk and Norwich University Hospital NHS Trust. I also confirm that he/she is currently studying at

Print Name: _____

Signature: _____ Date: _____