

**The UP-Project
Self-Referral Form**

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| ***Please note, all self-referrals will need to provide contact details for their Probation Officer, Job Centre Advisor/Work Coach, or any other professional you have working with you from one of the below organisations. This is so we can obtain a reference and Risk Assessment.*** |
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 **Your Details**

 Name: Click here to enter text. D.O.B: Click here to enter text.

 Contact Address: Click here to enter text. Email Address: Click here to enter text.

 Contact Number: Click here to enter text.

 National Insurance No: Click here to enter text.

 Preferred Method of Contact: Select preferred contact method

 Do you have an up to date CV? If so, please attach Yes [ ]  No [ ]

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|  |  **Reference Details***Please select* ***one*** *Organisation and provide contact details****:*** **Probation Service Job Centre Police DLNR CRC Turning Point** [ ] [ ] [ ] [ ] [ ] **Engage Turning Point Prevent Other** [ ] [ ] [ ] [ ] Click here to enter text.Name of Professional working with you: Click here to enter text.Their Email Address: Click here to enter text. Their Contact Number: Click here to enter text.Date of Self-Referral: Click here to enter text. |  |
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|  | **Where You Feel You Need Help or Support***Please tick the areas you feel you will need help or support with.*[ ]  CV building [ ]  Time Keeping [ ]  Mental Health & Wellbeing [ ]  Applying for Jobs [ ]  Confidence [ ]  Work Experience[ ]  Interview Skills [ ]  Disclosures Support [ ]  Advice around disclosures[ ]  Access to Education/Training [ ]  Money Management [ ]  Housing Advise  |  |
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**Our Criteria**

Are you:

**Motivated to progress/change?** Yes [ ]  No [ ]

**Motivated to work/gain work experience?** Yes [ ]  No [ ]

**Drug free/** **has no issues around substance misuse?** Yes [ ]  No [ ]

On methadone or script? Yes [ ]  No [ ]

Have you:
Completed or currently taking part in a drug/alcohol rehab programme? Yes [ ]  No [ ]

If yes, please give details:

Click here to enter text.

Do you have the ability to follow a Code of Conduct? Yes [ ]  No [ ]

Do you understand the importance of being punctual, presentable, motivated and committed?

 Yes [ ]  No [ ]

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| **Health Details & Special Needs or Requirements**Do you have any of the following:  Physical health needs Yes [ ]  No [ ]  Mental health issues Yes ☐ No ☐Learning difficulties Yes ☐ No ☐Do you suffer from any allergies? Yes ☐ No ☐**If yes to any of the above, please give details:**Click here to enter text.**Are there any specific requirements related to religion, disability, age, gender or sexuality that we should be aware of?** Yes ☐ No ☐Please include anything we can do to make your interview with us more accessible.Click here to enter text. |
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**Help You Already Receive**
Please give the name and contact details of Probation Officer, YOS Worker and/or any other supporting agencies that work with you.

Click here to enter text.

Are there any pending court cases/charges? Yes [ ]  No [ ]

**DECLARATION**

**APPLICANT**By signing this form, I agree to the following:
- I confirm the information given in this referral form is true and correct. I agree to give consent for Leicestershire Cares to obtain Risk Assessment information.

- I agree that the contents of this form and any unspent convictions, can be disclosed to Leicestershire Cares.

- I give permission for Leicestershire Cares to speak to relevant agencies to gain confidential information that is relevant to me attaining a work placement, further education, training and employment.

- I understand and agree that my information will be stored on file for up to 3 years before being destroyed in line with GDPR.

Signed: Click here to enter text. Date: Click here to enter text.
(Can be signed or typed)

 **Thank you for the Referral**

Please return to Siobhan Hirrell, The UP-Project Development Officer

Via e-mail: **siobhan@leicestershirecares.co.uk**Contact Number: 07761515130
*Address: Leicestershire Cares Ltd.
42 Tower Street, Leicester, LE1 6WT*
*T: 0116 275 6490* [*www.leicestershirecares.co.uk*](http://www.leicestershirecares.co.uk/)[*Follow us on Twitter*](https://twitter.com/leicscares)