



**Groundwork Referral Form**

Thank you for taking the time to refer a young person onto our programme.

Please use this form to provide as much detail as possible. This will help us assess whether the programme is appropriate for their needs, and allows us to adjust our support as relevant for each young person.

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| **Young Person**  |
| **Name:** | **D.O.B:** |
| **Address:** |
| **Phone number:** | **Email:** |

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| **Referrer** |
| **Name:** | **Relationship to young person:** |
| **Organisation:**  |
| **Phone number:** | **Email:** |

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| **THEIR EDUCATION BACKGROUND / SKILLS & INTERESTS / CAREER PROSPECTS** |
| We particularly want to know the highest level qualification the applicant holds. |

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| **THEIR FAMILY AND HOUSING SITUATION / SOCIAL WORKER INVOLVEMENT** |
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| **ADDITIONAL NEEDS** |
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| **OFFENDING BACKGROUND (DETAILS OF ANY UNSPENT CONVICTIONS, DATE OF LAST CONVICTION)** |
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| **IS THERE ANY OTHER INFORMATION WE NEED TO BE AWARE OF?**  |
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At Groundwork we are committed to maintaining the trust and confidence of our learners, staff and stakeholders. We employ strict data protection practices and ensure we are compliant with the General Data Protection Regulations (GDPR).  Your information is stored securely and we will never rent or trade contact details with businesses or other organisations.

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| **Signature:** | **Date:** |

**Please complete and return to us:**

**BY EMAIL**

Send as an attachment to elizabeth.simon@groundwork.org.uk.