



Verridian CTF Application Form

Contact Details

Organisation

Address

.....

Main Contact Name

Job Title

Telephone

Email

Legal Status (Ltd, Plc, CIC, public body etc.)

Areas of Interest

Area	IAG	Barriers	Learning	Work Experience	End-to-end
Dorset					
Somerset					
Gloucestershire					
Wiltshire					
Swindon					
West of England					

Please provide brief details of the above elements you can deliver in the following section:



Premises

Please list all premises (including address and postcode) within the above selected areas of interest

Address	DDA-complaint?	Approx Size (sq ft)	Resources Available	Accessibility to public transport links

Current Delivery

Please detail the 5 best and 1 worst performing contract you have operated in the last three years.

Contract	Location	Dates (from/to)	Annual Value (£)	Contracted outcomes (e.g. % and no. of job starts)	Performance against outcomes

Please use this space to identify any existing contracts that you run which will enhance the delivery of a sub-contract. Include only contracts that you have already secured funding for and in each case show dates of confirmed funding.



Quality Assurance

Please detail all quality inspections

Assessing body (OfSTED etc.)	Date	Grade

Accreditation

Please detail all quality inspections

Awarding Body	Date	Achieved / Working Towards
Investors in People		
City & Guilds		
Momenta		
Matrix		
Positive about Disability		
Quality Standards (e.g. ISO 9001 etc.)		
Other (list):		

Organisational Capacity

Date of incorporation	
Turnover 07/08	
Turnover 08/09	
Turnover 09/10	
Total number of staff employed	
Net Assets (£)	



Health & Safety / Equal Opportunities

Please confirm that you can comply with each of the following statements

Are you aware of, and do you comply with, relevant health and safety legislation?	
Can you confirm you and/or your sub-contractors have in place suitable and sufficient insurance (e.g. employers' liability, public liability) as legally required for delivery to learners?	
Do you have arrangements for ensuring, and monitoring, that learning takes place in safe, healthy and supportive environments?	
If learning takes place at other locations e.g. work placements, work experience etc., do your arrangements include the assessment of health and safety suitability prior to the learning taking place?	
Do you and/or your sub-contractors have arrangements in place to review and adjust risk assessments if a learner has additional needs, a disability, learning/language difficulty or is a young person?	
Do you have an equal opportunities policy?	
In the last three years has there been any finding of unlawful discrimination made against your organisation by any court or employment tribunal?	

Other Information

Please provide any further (brief) information you feel may be relevant.

Please return this form to sarahjane.trask@verridian.co.uk by 12th March 2010 **at the latest.**