

Anthony Walker Foundation – Access to Law Apprenticeship Application Form

Section 1 - Eligibility

1. Are you a civil servant, or employed by a civil service commission accredited public body?

Yes

No

2. Please confirm which civil service department you are employed with.
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3. Please also note, as this is an apprenticeship, you will NOT be eligible to accept this post if:

- You already hold a qualification in a similar subject at the same or higher level than this apprenticeship.
- You are studying and claiming educational funding (e.g student finance)
- You are enrolled on another apprenticeship, or another DFE funded FE/HE programme

Furthermore, you must have been ordinarily resident in the UK/EU for the last three years in order to be eligible to apply for a CPS Apprenticeship. Please can you confirm that you are eligible to apply based on the above?

Yes

No

4. Will you have the right to remain and take up work in the UK before employment commences?

Yes

No

5. I can confirm I do not hold an undergraduate or postgraduate degree (please type yes or no in the below box)

Yes/No

6. Candidates **must meet at least one** of the below criteria:

- Would be first in family to attend University or achieve degree/degree-level qualification; or
- Are or have been eligible for free school meals whilst at secondary school; or
- Live in a neighbourhood with a low rate of progression to higher education or has high levels of socio-economic deprivation; or
- Have been in or currently in social care; or
- Live in a household where their parent/guardian total gross annual income is equal to or less than the national average for the household expenditure in their area

Please confirm whether at least one of the above applies to you

Yes/No

7. Do you hold the following qualifications:

Five GCSEs at grade C or above, including Maths and English

Please note this can include Functional Skills Level 2 Maths and Level 2 English (other variations to eligibility may apply in exceptional circumstances). Individuals who do not have the required Level 2 English and Maths qualifications will be required to complete and pass both by the end of their apprenticeship.

Yes/No

8. Do you live within either the Liverpool City Region or Greater Manchester Combined Authority.

Yes/No

Section 2 - Personal Information

1. First Name

2. Surname

3. Preferred first name (optional)

4. Preferred contact number

5. Secondary Number (Optional)

6. Email Address

7. Location Preference

Disability Confident Scheme

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria. Disability Confident employers offer an interview to a fair and proportionate number of disabled applicants that meet the minimum criteria for the job (this is the description of the job as set by the employer).

To be considered for an interview you must have:

- a physical or mental impairment which has a substantial and long term (over 12 months) adverse effect on your ability to carry out normal day to day activities; or a long term health condition; and
- Demonstrated that you meet all the minimum qualifying criteria set out in the advertisement for the post at the application and testing stages.

1. Do you feel that you meet the criteria and would like to apply under the Disability Confident Scheme (DCS)?

Yes

No

2. Will you require a reasonable adjustment during the interview/assessment stages?

Yes

No

3. Your reason for requiring an adjustment (provide details of disabilities or conditions we should be aware of – these details will enable us to support you)

4. Outline the adjustment that may help?

5. Detail adjustments that have previously been provided (optional)

Diversity Form

All candidates **must** complete the below diversity form which can be found at the below link. This form is completely anonymous and will be not be considered with your application / performance. If you do not wish to declare then you can select the 'prefer not to say' options

Link to form - <https://bit.ly/3qCN317>

Section 3 – Declaration

Declaration

- All the information I've given in my application form is true to the best of my knowledge and belief.
- This is my only application for this role and accurately reflects my suitability.
- I understand a check against the National Collection of Criminal Records and against other records or databases may be undertaken if I'm offered a position.

- I understand that I'll be asked for evidence of identification if I'm offered a post.
- I understand my application may be rejected or I may be subject to disciplinary action if I've given false information or withheld relevant details.

Please type 'yes' in this above if you agree with the above.

Application Questions

Please provide your responses to the following questions in no more than two sides of A4 in total, in size 12 Arial font.

Q1. What is your motivation for applying for the Anthony Walker Access to Law Apprenticeship at the Crown Prosecution Service?

You may want to consider:

- The role of the Crown Prosecution Service (CPS) in the community
- The role of the Crown Prosecution Service (CPS) in the Criminal Justice System
- Your interest and knowledge in criminal law
- Your interest and knowledge of the Anthony Walker Foundation
- CPS values
- Interest in the Paralegal Officer role

Q2. Why are you interested in undertaking a Level 3 Paralegal Apprenticeship qualification?

You may want to consider:

- Your motivation for undertaking an apprenticeship programme
- Benefits of an apprenticeship
- Experience you'll gain
- Your passion for learning
- How this might support you in your career development
- Your commitment to training

Q3. What skills do you have that you feel are important in the workplace?

You may want to consider:

- Examples of communicating with different individuals - e.g. teachers, friends, colleagues, family, social workers.
- Activities that require planning skills – e.g. travel, social plans, school work, work schedule, playing sports.
- Working as a team – e.g. on a school/college project, making plans with friends, charity work.

Please complete your answers to the above questions on the next two pages.

Please insert answers here

Please insert answers here