



# WILTSHIRE NANNIES

## WILTSHIRE NANNIES CANDIDATE TERMS AND CONDITIONS

“Agency - means Wiltshire Nannies an Agency registered in the UK whose registered office is at 5 Carp Road, Calne, Wiltshire, SN11 9UE.

“Candidate - means any person using the Services for the purposes of finding employment

“Client” - means any person, firm or company including any associates or subsidiaries to whom the Candidate may be introduced

**BACKGROUND:** These Terms and Conditions shall apply to the provision of Services by the Agency to the Candidate. By Registering with Wiltshire Nannies the Candidate is agreeing to these Terms and Conditions.

- 1.) Wiltshire Nannies do not employ Candidates we are an Agency matching clients to candidates and we are not responsible for payment of wages nor do we guarantee placements.
- 2.) The Candidate will inform the Agency immediately if a Client asks to deal with the Candidate directly and accepts they may be pulled out from this position until the applicable fee is paid to the Agency. If a family do not pay the applicable fee before the Candidate starts work, Wiltshire Nannies reserves the right to stop the Candidate working for the family until outstanding fees are paid in full.
- 3.) The Agency shall provide its services to the Candidate as an employment agency at no cost to the Candidate.
- 4.) Whilst the Agency shall do its best to inform the Candidate of any and all vacancies that meet the Candidate's requirements, it cannot guarantee that the Candidate will be informed of available vacancies and it is the candidate's responsibility to be asked to be put forward for such vacancies.
- 5.) Whilst the Agency requires its Clients to ensure that all information provided to it is complete, accurate and up-to-date, the Agency does not provide any warranty or guarantee of any kind that the vacancy advertisements and other information made available to the Candidate are complete, accurate and up-to-date.
- 6.) The Candidate will provide the Agency with a copy of an up to date C.V (which may be adjusted by the Agency where appropriate), mobile telephone number, email address, address, contactable reference details, current photographic identification, proof of address, First Aid certification, a DBS Check and any other childcare related documents. The Agency has permission from the Candidate to hold this information securely on file at the registered office address and pass such information on to potential Clients for them to review.

7.) DBS Checks – Wiltshire Nannies would expect all Candidates to have a DBS Check that is either under one year old or is on the DBS Update Service and the Candidate gives the Agency permission to check the status of their DBS at any time by using the online Status Check System. Although the Agency can advise the Candidate to carry one out and can assist in the process; the Candidate is still solely responsible for obtaining one and keeping it up to date.

8.) The Candidate has read and agreed to Wiltshire Nannies Policies including our Privacy Policy containing important information regarding the GDPR on how Wiltshire Nannies gather, store and share data and how they can access their information or have it removed if required. The Candidate has been made aware that it is their responsibility to check the Wiltshire Nannies website frequently for any changes/updates that may occur.

9.) Wiltshire Nannies reserves the right to de-register or refrain from registering applicants who do not meet selection criteria not limited to the following.

9.1 Do not turn up for interview times as arranged with the agency or client / family.

9.2 Do not conduct themselves in a responsible and mature manner during agency or client interviews

9.3 Pass on client or candidate information to other parties without written consent from Wiltshire Nannies.

10.) The Candidate will inform the Agency immediately if another Agency asks to put them forward for the same role and must decline the other agencies offer if approached first by Wiltshire Nannies.

11.) The Candidate has been advised by the Agency that they are responsible for obtaining a valid paediatric first aid course, a DBS check, Business Car insurance and Nanny insurance.

12.) Law and Jurisdiction

12.1 These Terms and Conditions (including any non-contractual matters and obligations arising therefrom or associated therewith) shall be governed by, and construed in accordance with, the laws of England and Wales.

12.2 Any dispute, controversy, proceedings or claim between the Parties relating to these Terms and Conditions (including any non-contractual matters and obligations arising therefrom or associated therewith) shall fall within the jurisdiction of the courts of England and Wales.

Thank you for registering with Wiltshire Nannies.