

The “Uniwersyteckie Maluchy” Workplace Crèche

APPLICATION FORM

Requested time of the child's stay in the Crèche (underline the applicable): *up to 5 hours; more than 5 hours per day.*

APPLICANT'S DETAILS	
First name	
Surname	
Correspondence address:	Street: _____ House No.: _____ Apt. No: _____ City/town: _____ Postal code: _____
Telephone no.	
E-mail address	
Details on labour market status (mark as appropriate)	I am: <input type="checkbox"/> working under - an employment contract <input type="checkbox"/> working under - a civil-law contract <input type="checkbox"/> studying (doctoral studies) <input type="checkbox"/> currently out of work (maternity, childcare or parental leave)
Number and age of children	
Period of being out of work related to the birth or upbringing of a child (in months)	
I am a single parent	<input type="checkbox"/> YES <input type="checkbox"/> NO
Degree of disability according to medical certificate	<input type="checkbox"/> not applicable <input type="checkbox"/> slight <input type="checkbox"/> moderate <input type="checkbox"/> considerable
CHILD'S DETAILS	
First name(s)	
Surname	
PESEL No.	
Date of birth	
Citizenship	

Address of residence	Street: _____ House No.: _____ Apt. No: _____ City/town: _____ Postal code: _____
Degree of disability according to medical certificate	<input type="checkbox"/> not applicable <input type="checkbox"/> slight <input type="checkbox"/> moderate <input type="checkbox"/> considerable
Other (e.g., allergies, illnesses, a certificate from a psychological and pedagogical counselling centre)	
DETAILS OF THE CHILD'S OTHER PARENT/LEGAL GUARDIAN	
First name	
Surname	
Telephone no.	
E-mail address	
Details on labour market status (mark as appropriate)	I am: <input type="checkbox"/> employed <input type="checkbox"/> studying (doctoral studies) <input type="checkbox"/> unemployed <input type="checkbox"/> currently out of work (maternity, childcare or parental leave)
Full name of the work establishment	
Degree of disability according to medical certificate	<input type="checkbox"/> not applicable <input type="checkbox"/> slight <input type="checkbox"/> moderate <input type="checkbox"/> considerable

I, the undersigned, hereby declare that I've been informed of the criminal liability provided for in Article 233, §1 of the Criminal Code¹, an that the information I've submitted in this application is accurate and complete that I've become acquainted with the Statute and Rules Regulations of the "Uniwersyteckie Maluchy" Workplace Crèche in Warsaw.

.....
Date and place

.....
Signature

Attachments: a certificate from the parents/legal guardians' work establishment or from the Employment Office (in the case of an unemployed person) confirming the fact of being out of work; in the case of doctoral students - a certificate confirming their studies issued by the Doctoral School with an indication of any breaks in their studies.

¹Article 233 § 1: Whoever, in giving testimony which is to serve as evidence in court proceedings or other proceedings conducted on the basis of a law, gives false testimony or conceals the truth shall be subject to the penalty of deprivation of liberty for up to 3 years. § 2: The prerequisite to this liability is that the person obtaining the testimony, acting within his competence, shall have warned the person testifying of the penal liability for false testimony or obtained a relevant pledge from the latter.

Information on personal data processing

Data controller

The Controller of your personal data is the University of Warsaw, 26/28 Krakowskie Przedmieście Street, 00-927 Warsaw.

You may contact the data controller:

- by post: The University of Warsaw, 26/28 Krakowskie Przedmieście Street, 00-927 Warsaw (please, indicate a relevant organisational University unit as an addressee);
- by phone: 22 55 20 000.

Data Protection Officer (DPO)

The data controller has appointed a Data Protection Officer who can be contacted in all matters relating to the processing of personal data at: iod@adm.uw.edu.pl.

You can contact DPO in all matters concerning the processing of your personal data by the University of Warsaw and the exercise of your rights related to the processing of personal data.

The tasks of the DPO do not include the implementation of other matters, such as carrying out recruitment to the Crèche, implementation of the concluded agreement, implementation of the Crèche's tasks.

Purpose and basis of personal data processing

Personal data to the extent indicated in the application form shall be processed for the purpose of:

- 1) Recruitment to the Crèche and taking care of the child in the Crèche - the basis for processing personal data is Article 6, section 1, letter c of the GDPR in conjunction with Article 9, section 2, letter b of the GDPR;
- 2) undertaking actions prior to the conclusion of the agreement and the performance of the agreement for the provision of childcare services in the Crèche - the basis for processing personal data is Article 6, section 1, letter b of the GDPR in conjunction with Article 9, section 1, letter f of the GDPR.

Personal data processing period

Your personal data shall be processed for the duration of recruitment to the Crèche, and upon admission to the Crèche for the period of execution of the concluded agreement. The data of the persons that were not admitted to the Crèche shall be processed for a period of 12 months from the submission of the recruitment documents.

Data recipients

Your personal data will also be accessible to the authorised employees, associates of the University of Warsaw who are obliged to process your personal data with reference to the implemented project.

Your personal data may be also disclosed to entities authorised on the basis of legal provisions.

Recipients of personal data may also be entities to which the Data Controller will commission the performance of specific activities that require the processing of personal data. In order to ensure proper protection of personal data, a personal data processing outsourcing agreement shall be entered into with these entities.

Rights in relation to the processing of personal data

The controller guarantees the exercise of all rights related to the processing of personal data under the principles set out by the GDPR, i.e. the right to:

- access data and to receive copies of the actual data;
- rectify (correct) your personal data;
- restrict processing of personal data;
- erase personal data (subject to Article 17, section 3 of the GDPR);
- lodge a complaint to the President of the Data Protection Office, if you believe that the processing of personal data violates the law on the protection of personal data.

Obligation to provide and consequences of a failure to provide personal data

Provision of personal data resulting from the law and in order to conclude a contract is obligatory. In case of failure to provide data, the recruitment process for the Crèche may be hindered or impossible.

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Date and place

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Signature