

# TIME SHEET



**DEADLINE:**     **FRIDAY LUNCH TIME**

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Candidate Name: .....

School Name: ..... Borough: .....

Week Ending: .....

	Monday	Tuesday	Wednesday	Thursday	Friday	Total Days
Days Worked (please tick)						

**I certify that I have worked the stated days:**

**Signature:** ..... **Date:** .....

## TO BE COMPLETED BY THE SCHOOL

We clarify that the days worked stated on this time sheet is true and has been satisfactory and the corresponding invoice will be approved for payment

Authorised Signature: ..... Date: .....

Position: .....