

# Aspire People Timesheet

Candidate fills out this section

Candidate Name

WC Date

**Daily (Teaching Staff)**

	Morning	Afternoon	Total Days
Monday	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wednesday	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thursday	<input type="text"/>	<input type="text"/>	<input type="text"/>
Friday	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b><u>SIGNED</u></b>		<b><u>TOTAL DAYS</u></b>	<input type="text"/>

**Hourly (non-teaching staff) hours will be rounded down to nearest quarter (excludes Lunch Breaks)**

	Start Time	Length of Lunch	Finish Time	Total Hours
Monday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wednesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thursday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Friday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b><u>SIGNED</u></b>			<b><u>TOTAL HOURS</u></b>	<input type="text"/>

School fills out this section

School Name

School Representative Name

Signature

Position

By signing this timesheet we agree that the above mentioned temporary worker has attended for employment with us on the stated days/hours and to our satisfaction. We agree to be bound by Aspire People Limited's terms of business.

**TIMESHEETS MUST BE SENT ON THE DAY OF WORKING OR LATEST 10AM MONDAY**

**WHATSAPP TIMESHEETS TO 07843173204 OR SCAN QR CODE TO OPEN CHAT**



Aspire People Limited  
Payroll Direct Number  
0121 314 5514

Timesheets@aspirepeople.co.uk

