

CHURCH OF ENGLAND - DIOCESE OF SOUTHWARK

TEACHING STAFF APPLICATION



CONFIDENTIAL

APPLICATION FOR THE POST OF:

AT:

Closing date for completed form:

Return form to: Connie Stewart, sbm@allsints.merton.sch.uk
72-74 Haydons Road, Wimbledon SW19 1EB

to whom all queries should be addressed

Please state where you saw the advertisement for this post:

1 APPLICANT'S PERSONAL DETAILS

TITLE:

FIRST NAME:

SURNAME:

PERMANENT ADDRESS:

DAYTIME TEL NO:

EVENING TEL NO:

EMAIL:

DATE OF BIRTH:

DfES REFERENCE NO:

NATIONAL INSURANCE NO:

2 TEACHER STATUS

If you are recognised by the Department for Education and Skills as a qualified teacher in this country, please give date of recognition:

3 SUPPORTING STATEMENT

With reference to the Governors' selection criteria please give details of your experience, skills, abilities and additional information which you think would be useful in this job. Please write this on a separate sheet(s) of paper.

4 PRESENT OR MOST RECENT EMPLOYMENT

NAME OF SCHOOL AND EMPLOYER:		SCHOOL ADDRESS:	
		LEA AREA	
TYPE & STATUS OF ESTABLISHMENT:	AGE RANGE:	NUMBER OF PUPILS:	
POST HELD:	DATE OF APPOINTMENT:	SPINE POINT AND PRESENT ANNUAL SALARY (incl allowances):	

5 PREVIOUS TEACHING EMPLOYMENT (please start with most recent)

School, college or other employer	Type & status of establishment	Age range and roll (approx)	Title of post (include special responsibilities)	Dates of employment

6 EDUCATION AND ACADEMIC QUALIFICATIONS

School/college/university	From	To	Subjects/Qualifications/Grades/Honours
Secondary (post 16)			
Higher Education			
Further postgraduate qualifications (including PGCE)			

7 IN-SERVICE TRAINING UNDERTAKEN DURING THE PAST 3 YEARS RELEVANT TO THIS APPLICATION

Course title	Provider	Dates & duration of course	Award (if any)

8 OTHER PAID WORK EXPERIENCE

Employer	From	To	Nature of Occupation

9 DETAILS OF OTHER ACTIVITIES, SKILLS AND INTERESTS RELEVANT TO THIS POST

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10 RELIGIOUS AFFILIATION

Details of your qualifications and experience which you feel are especially relevant to teaching in a Church of England school, not included in your supporting statement. Where appropriate, please include details of a Christian or other faith commitment and any centre of worship you regularly attend.

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11 PROFESSIONAL REFERENCES - please supply the names and email addresses of two persons willing to provide references. One reference should be from your present headteacher.

NAME:

EMAIL ADDRESS:

PHONE NUMBER:

POSITION HELD:

Please state the context in which this person is known to yourself:

NAME:

EMAIL ADDRESS:

PHONE NUMBER:

POSITION HELD:

Please state the context in which this person is known to yourself:

12 HEALTH

Please state the number of days and the number of occasions of absence from work due to ill health you have had during the past 2 years.

No of days:

No of occasions:

If appropriate, explanatory comments in relation to the above.

13 EQUAL OPPORTUNITIES MONITORING - we wish to monitor continuously (in the strictest confidence) the progress of our Equal Opportunities Policy. Please help us by giving the fullest possible answers to the questions below.

Do you consider that you have any disability as defined within the terms of the Disability Discrimination Act 1995?

Yes No

If Yes, are there any adjustments which would/may be necessary to enable you to carry out the post for which you are applying? (please give details)

How would you describe your ethnic origin?

Black Caribbean African Other

White European (include UK) Other

Asian Indian Pakistani Bangladeshi

Chinese

Other please specify _____

We are not seeking information about nationality or place of birth.

14 DECLARATION BY APPLICANT

I understand that appointment to this post is subject to a satisfactory Enhanced Criminal Records Bureau disclosure. I also understand that, under the terms of the Rehabilitation of Offenders Act 1974 (Exceptions Order 1975, and subsequent amendments), I am required to disclose any record I may have of criminal convictions, and to attach details of such convictions.

I understand it is an offence to apply for a role involving regulated activity with children if I am barred from this type of activity.

Have you a record of criminal convictions? Yes (details attached) No

I understand that under the terms of the Asylum and Immigration Act 1996 should I be short-listed for the post for which I am applying, I will provide for the governing body, as employer, an original document* showing my entitlement to work in this country.

*Acceptable documents include your National Insurance card, a birth certificate issued in the UK or Eire, a P45 from your previous employer, a valid passport, or any relevant authorisation allowing you to work in this country.

I appreciate that I must declare any close relationship with a member of the school's Governing Body, or with a senior official of the local education authority which has responsibility for the school. I understand that failure to disclose such a relationship may result in my disqualification.

I certify that all information given by me on this form and in supporting documents is correct to the best of my knowledge, that all questions have been fully and accurately answered, and that I possess all qualifications which I claim to hold.

I understand that my name will be withdrawn from the list of candidates if, prior to appointment, I am found knowingly to have omitted or concealed any relevant fact about my eligibility for the post, and I acknowledge that such discovery subsequent to appointment is likely to lead to my dismissal without notice.

I understand the Headteacher and/or Governors will carry out a digital footprint check during the recruitment process.

SIGNED:

DATE:

ADDITIONAL INFORMATION (CONFIDENTIAL) - This section of the form seeks additional information pertinent to your application. It will be removed before shortlisting and will not be seen by any members of the selection panel. Access to it will be limited to staff involved in administering the appointment process who need access for equal opportunities monitoring or to take administrative action based upon the information provided e.g. Occupational Health referral

Position applied for:

Title:

First name:

Surname:

Date of birth:

Are there any reasonable adjustments you would like us to make to enable you to participate fully and fairly in the recruitment process?

Yes No

If Yes, please give details: