Application Form Teaching post

POST

SCHOOL/SERVICE

*Pleaseensure that you return thisform on or before thedateand timestatedin theadvertisement*

|  |  |  |  |
| --- | --- | --- | --- |
| Personal Details |  | | |
| FIRST NAME(S) |  |  |  |
| SURNAME |  | TITLE |  |
| HOMEADDRESS |  |  |  |
| TOWN/CITY | COUNTRY |  | POSTCODE |
| TELEPHONE | MOBILE |  | EMAIL |
| TEACHERREF. NUMBER: | NI NUMBER |  |  |

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Permission to work in the United Kingdom (UK)

Are thereany restrictions on your rights to work in the UK? (TICKASAPPLICABLE)

YES NO

IFYES,PLEASEPROVIDEFURTHERINFORMATION

PLEASENOTE:PERMISSION TOWORKWITH A PREVIOUSEMPLOYERORIN A PREVIOUSPOST ISNOTTRANSFERABLE

# Qualifications,Training and Statutory Induction Period

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| DETAILSOFTEACHINGQUALIFICATIONSOBTAINED ORINPROGRESS | | | | | |
| Name of college, university or other institution, location | Inclusive dates Month & Year | | Degree/PGCE/ Other | Grade/Class (or state if still in progress) | Main subject and age range |
| From | To |
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QUALIFIED TEACHERSTATUS(QTS) ORQUALIFIED TEACHERLEARNINGANDSKILLS(QTLS)STATUS

Please provide the date when QTS or QTLS was, or is expected to beawarded:

QTSDATE

QTLSDATE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| DETAILSOF DEGREES/DIPLOMASAND ANYOTHERQUALIFICATION OBTAINED ORINPROGRESS | | | | | |
| **Name ofcollege, university or other institution, location** | **Inclusive dates Month & Year** | | **Type of Degree/Course title** | Grade/Class (or state if still in progress) | **Mainsubject** |
| **From** | **To** |
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| SECONDARYSCHOOL(S) OREQUIVALENT | | |
| Name of school/college, location | Examinations passed | |
| Date | Subjects (with grades) |
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NQTINDUCTIONPERIOD

If you gained QTSafter 7 May 1999 have you completed theStatutory NQTInduction Period? (TICKASAPPLICABLE)

YES NO PARTIALLY

|  |  |  |
| --- | --- | --- |
| DETAILSOF ANYRELEVANTSHORTCOURSESATTENDED INTHEPASTFIVEYEARS | | |
| Date | Course Title | Provider |
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# Employment history

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| --- | --- | --- | --- | --- | --- |
| DETAILSOFCURRENTORMOSTRECENTEMPLOYMENT | | | | | |
| Name and address of employer | Position held | Full/ Part time | Inclusive dates Month & Year | | Reason for leaving (if applicable) |
| From | To |
|  |  |  |  |  |  |

PAYSCALE/ORGRADEANDCURRENTSALARY. ALSO INDICATEANYALLOWANCE(S) AWARDED AND LEVELOFPAYMENT

TYPEOFPAYSCALE/ ORGRADE

CURRENTSALARY

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| PREVIOUSEMPLOYMENT, VOLUNTARYWORKOROTHERACTIVITIES | | | | | | |
| Please complete with most recent employment/other activities first, detailing gaps between employment/other activities, e.g. bringing up family, timespent travelling, periods of unemployment etc. Please includeany voluntary work or school based work experience | | | | | | |
| Employer/Organisation | Nature of business | Position held | Full/ Part time | Inclusive dates Month & Year | | Reason(s) for leaving |
| From | To |
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LEISUREACTIVITIES

*Pleasestatebriefly what your main leisureinterestsare,particularly where thesearerelevant to thework for which you areapplying*

# Personal statement in support of application

In thissection you areasked to detail how your knowledge, skillsand experience, or any other factors, relate to the criteria listed on the person specification and job description.Thissection is *veryimportant andenablesyou todemonstrateanysuccessesor impact evidenceyou have tosupport your application.*

**Referees**

Please list referees who can comment on your skills and abilities to carry out the duties of the post for which you are applying. One of these must be your current line manager/last employer. If your employer is/was a school, the referee provided must be the Headteacher.Our normal practice is to take up references prior to interview.

## REFEREE1.CURRENTORMOSTRECENTEMPLOYER

NAME

ADDRESS

STATUS

NAMEOFEMPLOYER

TELEPHONE

EMAIL

May we contact prior to interview? YES

## REFEREE2.

NAME

ADDRESS

STATUS

NAMEOFEMPLOYER

TELEPHONE

EMAIL

May we contact prior to interview?

YES

# Declaration of criminal offences

Theschool is required give you the opportunity to voluntarily declare all cautions, bindovers, pending prosecutions, spent and unspent convictions.You will be provided with aself-declaration form by theschool shortly. All posts in schools are exempt from theRehabilitation of Offenders Act 1974. If you areappointed, you will be required to complete a disclosure application that will besent to the Disclosure & Barring Service (DBS).The existence of acriminal background does not automatically mean that you cannot beappointed but it may do so.

The DBS now offersan update service which keeps DBScertificates up to dateand allowsemployers to makean online check, with an applicant'sconsent.This applies where the typeand level of check are identical and in thesame workforce area (e.g. schools).

Please confirm if you currently subscribe to the update service: YES NO

# Declaration

Do you haveaclose relationship with, and/or are you related to, anyone in school or aschool governor?

|  |  |
| --- | --- |
| YES NO (TICKASAPPROPRIATE) | IFYES,STATEDETAILS |

I confirm that Iam not barred, either totally or to a limited extent, from work involving regular contact with children, young persons or other vulnerable people, nor subject to any prohibitions, sanctions, conditions, restrictions or disqualifications in relation to my employment/work imposed by theSecretary of State or a regulatory body.

In accordance with the DataProtection Act 1998, Iagree that information I have provided may be held and used for personnel reasons.

I understand that an offer of appointment will besubject tosatisfactory references, DBSclearance, proof of identity and right to liveand work in UK, medical checks and relevant qualifications.

I understand that failure to discloseany relevant information, or the provision of false information, could result in the withdrawal of any offer of appointment, or my dismissal without notice at any time in the future, and possible criminal prosecution.

I hereby declare that information given on this form iscomplete and accurate.

NAME

SIGNATURE

DATE

You will beasked tosign this at interview which then makes it a legal document

# Childcare (Disqualification)Regulations 2009

The Department for Education (DfE) has revised itsStatutory Guidance "Keeping Children Safe in Education".

This update requiresschools which provide care for pupils under theage of 8, to ensure that staff and volunteers working in thesesettingsare not disqualified from doing so under the Childcare (Disqualification)Regulations 2009.

A person may be disqualified through

1. having certain orders or other restrictions placed upon them
2. having committed certain offences
3. living in thesame household assomeone who is disqualified by virtue of 1 or 2 above (this isknown as disqualification by association)

**Upon appointment an educationsetting may, therefore, require you tosign a declaration confirming that you are not disqualified under thoseRegulations from working in schools.**

# How did you find out about this job?

(PLEASETICKORSTATEASINDICATED)

Advertisement on Teach in Herts website

## Other (PleaseSpecify

Advertisement on the TES website

Advertisement in TimesEducation Supplement

# Additional information