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| **POST DETAILS**  Position Applied for Click here to enter text.  Post number Click here to enter text. Establishment Click here to enter text.  Please tell us where you saw the position advertise Click here to enter text. | |
| PERSONAL DETAILS  Preferred title: Mr  Mrs  Miss  Ms  Dr  Prof  Other (please specify):Click here to enter text.  Forenames Click here to enter text.  Surname Click here to enter text.  Known as Click here to enter text. | |
| CONTACT DETAILS  Email address Click here to enter text.  Telephone Home Click here to enter text. Work Click here to enter text.  Mobile Click here to enter text.  Preferred contact method Email  Telephone  Home  Work  Mobile | |
| ADDRESS Click here to enter text.  Postcode Click here to enter text. | |
| OTHER INFORMATION  Do you have the right to work in the UK Yes  No  *If you are not a British national or the holder of an EU or EEA passport, please indicate in what capacity you are in the UK* Click here to enter text.  National Insurance Number Click here to enter text. | |
| POSITIVE ABOUT DISABILITY  Ocean Learning Trust welcomes applications from disabled people and all sections of the community. If you consider that the provisions of the Disability Discrimination Act 1995 apply to you, please tick the box | |
| REFERENCES  Referees named on this form must be your most recent and previous employer. If you have not previously been employed, or are returning to work after a substantial career break and are unable to provide previous employment references, please provide alternatives, e.g. The name of your course Tutor / Head teacher or similar professional. It is our policy to contact referees prior to interview.  If you wish to be contacted prior to your references being taken up, please tick the box  Present / most recent employer  Previous employer | |
| Name Click here to enter text.  Capacity known to you Click here to enter text.  Organisation Click here to enter text.  Address Click here to enter text.    Postcode Click here to enter text.  Telephone Click here to enter text. | Name Click here to enter text.  Capacity known to you Click here to enter text.  Organisation Click here to enter text.  Address Click here to enter text.    Postcode Click here to enter text.  Telephone Click here to enter text. |

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| CURRENT / MOST RECENT EMPLOYMENT  Post title Click here to enter text.  Organisation Click here to enter text.  Address Click here to enter text.  Grade Click here to enter text.  Salary Click here to enter text.  Employment Start Date Click here to enter text.  Notice Period Click here to enter text.  Reason for leaving / wanting to leave Click here to enter text.  Main Duties Click here to enter text. | | | | |
| PREVIOUS EMPLOYMENT (you may use additional sheets if required)  Please indicate in the last column your consent for the Trust to discreetly obtain additional references should it be necessary. | | | | |
| Employers / LEA Name & Address  (if a school please state type). | Job Title & brief description of duties (Inc. Key Stage) | Dates | Reason for leaving | Consent |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |  |
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| SUPPORTING STATEMENT  Please us the space below to tell us how you feel you meet the criteria outlined in the Person Specification.  Please set out your statement as follows:   * In the order that the criteria point appears on the Personal Specification, please give details of any relevant skills, experience or training you have. * In a separate paragraph headed ‘Additional Information’ please include any other detail that you feel is relevant to your application.   Please complete each section as fully as possible, as the information you provide will be used in assessing your application and will form part of the selection process.  If additional space is required please continue on a separate sheet, making it clear which criteria point on the Person Specification it relates to.  *Click below to enter text – 30 lines available, please continue on Additional Information Sheet if required* |

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| EDUCATION, QUALIFICATION & PROFESSIONAL MEMBERSHIPS  Please use additional sheet if required, see page 6 | | |
| REGISTRATION  Do you hold Qualified Teacher Status Yes  No  If yes please give details of award by DfES  QTS certificate Number (if available) Click here to enter text.  Have you successfully completed a period of induction as a qualified teacher in this country. Yes  No | | |
| If yes please give date of completion Click here to enter text. | | |
| Are you subject to any conditions or prohibitions placed on you by the GTC? Yes  No  If yes please give details Click here to enter text. | | |
| Date | School / College / University / Awarding Body | Qualification Achieved  (if selected for interview you will be asked to provide proof of qualifications & memberships) |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Other Short Courses and Training | | |
| Date | Course Title & Duration | |
| Click here to enter text. | Click here to enter text. | |
| Are you related to a Trustee, member of the Board, School Governor or employee of Ocean Learning Trust?  Yes  No  If yes, please provide details: Name : Click here to enter text. Relationship : Click here to enter text.  All forms of canvassing will automatically disqualify candidates from appointment e.g. you must not ask a member or employee of the Trust to use their influence to help get you a job.  If selected for interview, you must at that stage make known any personal or business relationship which may conflict with the role applied for.  If selected for interview would you like to be contacted by phone  e-mail    Data Protection Legislation  The information you have provided will be held in compliance with the Data Protection Act 1998  I declare that the information I have provided on this application form is full and accurate & I understand that if I provide false information, or fail to provide full, complete and accurate information, this may lead to the decision that my application cannot be considered any further, the withdrawal of the offer of appointment, or to my dismissal if I have been appointed. Any offer of employment is subject to receipt of satisfactory references, medical assessment and Disclosure Barring Service checks, where applicable.  Signed Click here to enter text. Date Click here to enter text.  **EQUAL OPPORUNITIES INFORMATION CONFIDENTIAL** | | |
| Ocean Learning Trust will seek to ensure that all existing and potential employees are given equal opportunities. We are committed to the elimination of unlawful or unfair discrimination and will seek to ensure that no applicant for employment is disadvantaged by conditions or requirements which cannot be justified.  In order to help the Trust monitor the effectiveness of its Equal Opportunities Policy you are asked to provide the information requested below. This information is confidential and does not form part of your application. This sheet will be detached from your application form upon receipt and the information will not be taken into account when making the appointment.  If you are successful at interview and take up employment with the Trust the equal opportunities information you have provided will form part of your employment record and will be held and maintained in accordance with the Data Protection Act 1998. | | |
| **DISABILITY**  Do you consider yourself to have a disability under the Disability Discrimination Act 1995?  A disability is defined as a ‘physical or mental impairment which as substantial and long term adverse effects on the ability to carry out normal day to day activities’.  Yes No Prefer not to say  For more details please contact the Disability Rights Commission Helpline on 08457 622633. | | |
| **ETHNIC ORIGIN**  ***White***  British  Irish  Any other background  ***Mixed***  White and Black Caribbean  White and Black African  White and Asian  Any other Mixed background  ***Asian or Asian British***  Indian  Pakistani  Bangladeshi  Any other Asian background  ***Black or Black British***  Caribbean  African  Any Other Black background  ***Other Ethnic Group***  Chinese  Any other Ethnic group  Prefer not to say | | |
| **Sexual Orientation**  Heterosexual  Bisexual  Gay / Lesbian  Prefer not to say | | |
| **Religion / Beliefs**  Agnostic  Atheist  Baha’I Faith  Buddhism  Christianity  Hinduism  Islam  Jainism  Judaism  Sikhism  Zoroastrianism  Other  None  Prefer not to say | | |
| **Internal Applicants ONLY**  Is this a promotional opportunity for you?  Yes  No | | |

Additional Information

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