

Application Form for a Teaching Appointment at

 Bradford Girls’ Grammar School

Please complete all sections in blac**k** ink and in BLOCK

CAPITAL LETTERS

**PERSONAL DETAILS PROFESSIONAL DETAILS**

Surname Title of post for which

 application is made

Other names **WORK DETAILS**

Permanent Address Date of recognition

 as a qualified teacher

 DfES number

National Insurance

 Number

Postcode Have you completed a period of induction? YES NO

Postal Address If yes, with which authority

(if different from above)

 Date completed

 Do you need a work permit? YES NO

Postcode

**Home telephone HEALTH DETAILS**

Number Are you suffering from any major illness or industrial injury?

 YES NO

Work telephone

Number If yes, please give details

Mobile telephone

Number Number of days absent from work in the last 2 years

Email address How many episodes of absence does this represent?

Date of Birth Is this your usual sickness level? YES NO

**EDUCATION DETAILS** (please include details of examinations, which have been or are about to be taken but the results are not yet available)

Secondary and Further Education

Name of School/College Subject & Qualifications Grade Date from/to

Higher Education/Teaching Qualifications

Name of College/University (address if outside UK) Subject & Qualifications Grade Date from/to

Other Relevant Qualifications/In-Service Courses

Name of Professional Body Membership Grade Was the membership Date

 gained by exam?

**INTERESTS AND OTHER ACTIVITIES** (please give details of any responsibilities and achievements including any voluntary work or additional languages)

**EMPLOYMENT DETAILS** (please include details of any vacation employment if you are a college leaver. Full details are required in this section for salary assessment)

Present employment

Name & Address of present (or most recent) employer Position/post From To Basic Salary Other Allowances

**EMPLOYMENT DETAILS** (please include details of any vacation employment if you are a college leaver. Full details are required in this

Previous Employment

Name & address of previous Position (and allowance Age range taught From To Reason for

Employer (Please state name of if applicable) if applicable month/ month/ Leaving

School/College if applicable year year

**EXPERIENCE AND RELEVANT SKILLS** (Please describe how you have developed your career and how you fulfil the person specification, Attach additional sheets if necessary. You may enclose a Curriculum Vita for additional information but not as a substitute for completing this form. Shortlisting will be conducted on the basis of written/typed applications only)

**MONITORING INFORMATION** (All applicants are asked to complete this section: the information will enable us to monitor the effectiveness of our Equal Opportunities policies. Please tick the appropriate boxes)

Ethnicity: White British White Irish White Other Mixed Other

 Black Caribbean Black African Black Other Asian Other

 White & Black Caribbean White & Black African White Asian

 Asian Indian Asian Pakistani Asian Bangladeshi

 Chinese

Other – please state

Gender: Male /Female Do you have a Disability? YES /NO

 If Yes, Registered Disabled number

**OTHER DETAILS**

Please give any dates you will **not** be available for interview

How did you find out about this job?

Date you could take up duties if appointed

**REFEREES** (Please give details of two people to whom references can be made one of which should be your current head teacher/line manager. Relatives may not be given as referees.

Name Name

Occupation/Status Occupation/Status

Address Address

Email Address Email Address

Telephone Number Telephone Number

**CRIMINAL CONVICTIONS** By law, spent convictions must be disclosed. Please give details of any criminal convictions to include cautions (excluding minor traffic offences) or write ‘NONE’

**DECLARATION** I hereby declare that I have understood and complied with the provisions concerning the disclosure of criminal convictions and I agreed that the information given may be used for registered purposes under the Date Protection Act 1984.

**Signature  Date** ****

Providing any misleading or false information to support your application or canvassing, directly or indirectly, anyone likely to be involved in the appointment process will disqualify you from the appointment or if appointed will render you liable to dismissal without notice.