

**Application for Teaching Post**

London Enterprise Academy

Aneurin Bevan House

81-91 Commercial Road

London, E1 1RD

Tele: 0207 426 0746

janet.smith@londonenterpriseacademy.org

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| Post Applied For |  |
| Closing Date |  |

Incomplete application forms will not be considered**. London Enterprise Academy** does not accept CVs alone, they will only be considered as part of the additional information on a fully completed application form.

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| **1. Personal details** | | | | | |
|  | | | | | |
| Name |  | Surname | |  | |
| Home address | Street address |  | | | |
| Town/city |  | | | |
| County |  | | | |
| Post code |  | | | |
| Country of residence | UK  Other  If other please state | | | | |
| Do you require a work permit or VISA? | YES  NO  If yes, please give details | | | | |
| National Insurance Number |  | | | | |
| Teacher reference number (GTCE/DFE) |  | | | | |
| If your postal address is different to above please insert here | Street address | |  | | |
| Town/city | |  | | |
| County | |  | | |
| Post code | |  | | |
| Telephone numbers (please only list numbers we should call to contact you) | Work: | | E-mail address | |  |
| Home: | |
| Mobile: | | Date of Birth (optional)  (dd/mm/yyyy) | |  |

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| **2. Current Employment** | | | | | | |
| Do you hold Qualified Teacher Status? | | Yes  No  In which year did you gain QTS? | | | | |
| Current employer (Name and full  address) | | Jobs held and main duties | From | To | Salary | Reason for leaving |
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| **3. Please give details of relevant previous employment** | | | | | |
| Previous employer (Name and full address) | Jobs held and main duties | From | To | Salary | Reason for leaving |
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| **4. Continuing Professional and Personal Development** | | | | |
| Courses attended (during last 3 years) | | | | |
| Name of course and provider | Award/qualification gained | Full or part time | From | To |
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| **5. Education history**  **(Please list your education attainment, highest qualification first)** | | | |
| Institution  (Please indicate both name & address) | From | To | Qualification attained / subject/s and grades |
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| **6. Knowledge, experience and skills**   1. **Using no more than 2 A4 pages describe how you meet the requirements of the job description.** |
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| **7. Personal data** | | | | |
| Basic Salary | |  | | |
| Additional salary (please indicate management points or London allowance etc) | |  | | |
| Total salary | |  | | |
| Please declare if you have any family member or close relationship to an existing London Enterprise Academy employee or Governor. If so please give details. | | | | |
| **8. Referees**  **(Please note references will be requested prior to your interview, unless stated otherwise.)** | | | | |
| Please provide the contact details of two referees (covering the last three years), one of whom should be your current employer. | | | | |
| Name |  | | Name |  |
| Job title |  | | Job title |  |
| Organisation |  | | Organisation |  |
| Address |  | | Address |  |
| Telephone number |  | | Telephone number |  |
| Mobile number |  | | Mobile number |  |
| Email |  | | Email |  |

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| **9.Confidential Information** |
| **London Enterprise Academy requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any conviction, caution or binding over including ‘spent convictions’ under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Disclosure of a criminal background will not necessarily debar you from employment – this will depend upon the nature of the offence(s) and when they occurred.**  **Non-disclosure may lead to termination of your employment** |
| In relation to the above, if you have any convictions or cautions (including spent convictions) you are obliged to detail these below:  Do you have any convictions (including cautions & bind-overs)  Yes No  If yes, give details. |
| I can confirm that I am not on List 99, disqualified from working with children or subject to sanctions imposed by a regulatory body such as the General Teaching Council.  SIGNED (typed signatures are accepted):       DATE: |

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| **10. Where did you hear about the vacancy** | | | |
| TES paper  TES online  Academy website  Word of mouth  Newspaper: | | | |
| **11. Declaration** | | | |
| In submitting this form to London Enterprise Academy I declare that the information provided by me on this application form are correct to the best of my knowledge and belief  I understand that if I give any information which is later found to be false, or I withhold any relevant information, this may lead to my application being rejected, or if already appointed, to termination of employment  I understand that information given on this form will be processed by and used for registration purposes under the Data Protection Acts 1984 and 1998 | | | |
| Please tick the box and sign below or type your name to agree to confirm that you have read, understood and agree with the above declaration: | Yes | Date: |  |
| Signature: | | | |

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| Post Applied For: |  |

**Equality and Diversity Monitoring**

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| **Title** |  |
| **First name** |  |
| **Surname** |  |

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| **Home address** | Street address | |  | | |
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| County |  | | Post code |  |

In order to monitor our Equality and Diversity Policy and to enable us to ensure our compliance with this policy, we would be grateful if you would complete the following tables for monitoring purposes:

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| **Gender: (please tick appropriate box)** |
| Male  Female |

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| **Ethnic Origin: (please tick appropriate box)** | | | | |  |
| **White:** | English/Welsh/ Scottish/ Northern Irish/ British | Irish | Gypsy or Irish Traveller | Any other White background |  |
| **Mixed/ Multiple Ethnic Groups:** | White & Black Caribbean | White & Black  African | White & Asian | Any other Mixed/ Multiple Ethnic  background |  |
| **Asian/ Asian British:** | Indian | Pakistani | Bangladeshi | Chinese | Any other Asian background |
| **Black/African/ Caribbean/ Black British:** | African | Caribbean | Any other Black/African/ Caribbean background |  |  |
| **Other Ethnic Group:** | Arab | Any other ethnic group |  |  |  |

*This section will not be seen by the shortlisting panel*

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| **Religion: (please tick appropriate box)** | | | | |
| Baha’i | Buddhism | Christian | Hinduism | None |
| Islam | Jain | Judaism | Sikhism | Other |

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| **Age band: (please tick appropriate box)** | | | | |
| Under 18 | 18 – 25 | 26 - 35 | 36 - 45 | 46 - 55 |
| 56 - 65 | Over 65 |  |  |  |

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| **Disabilities: (please tick appropriate box)** | |
| Do you consider yourself to have a disability - *a physical or mental impairment which has a substantial and long term adverse effect on your ability to carry out normal day to day activities*? | Yes  No  Prefer not to say |
| If Yes, please describe the nature of your disability: | |
| If you have any disabilities, please let us know if we need to make special arrangements for you if you are invited for interview. | |

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| **Declaration** | | | |
| I understand that information given on this form will be processed by and used for registration and equality monitoring purposes under the Data Protection Acts 1984 and 1998 | | | |
| Please tick the box and sign below or type your name to agree to confirm that you have read, understood and agree with the above declaration: | Yes | Date: |  |
| Signature: | | | |

*This section will not be seen by the shortlisting panel*