#### Macintosh HD:Users:joannelittman:Desktop:LAT Main logo.pngCONFIDENTIAL - APPLICATION FOR TEACHING POST

**Return your application by post to** **recruitment@barclayprimary.net**

**If you require further information please forward your enquiry to** **school@barclayprimary.net**

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| POST DETAILS |
| Post Title  |
| Grade  | Allowances  | Closing Date  |
| PERSONAL DETAILS |
| Surname/Family name  | First Name(s)  |
| Preferred Title(Mr/Mrs/Miss/Ms) | Do you have the right to work in the UK?  YES [ ]  NO [ ]  | NationalIns No  |
| Do you require a Certificate of Sponsorship? YES [ ]  NO [ ]  Visa Expiry Date  | QTS Certificate No | Date QTS Awarded |
| Teacher reference number:  |
| Have you successfully completed a period of induction as a qualified teacher in this country? Yes [ ]  No [ ]  If yes, date of completion  |
| Permanent Private Address  |
|  |
|  | Postcode  |
| Telephone (Day)  | Telephone (Evening)  |
| Mobile  | E-Mail  |
| PRESENT EMPLOYMENT |
| Present Post (Title) | Full/Part Time/Job Share | Date Appointed |
|  |  |  |
| Current Salary Point | Current Salary | Allowances (incl TLR) |
|  |  |  |
| Name and address of School  |
|  |
|  |
| Postcode  | Telephone  |
| Type of School  | Age Range  |
| No on Roll  | Age Range Taught  |
| Name of Education Authority or Private Institution  |
| Reason for Leaving (if no longer employed): |

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| EDUCATION |
| Name of Institution |  Dates | Qualifications including membership of any relevant professional association |
|  |  From |  To |  |
|  |  |  |  |
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| PROFESSIONAL DEVELOPMENT COURSES ATTENDED WITHIN THE LAST FIVE YEARS |
|  Title | Organising Body | Duration |
| **(e.g. NPQ/LPQ)** |  |  From |  To |
|  |  |  |  |
| Please provide your Professional registration number and send in a Photocopy of your certificate |

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| COMPLETE PREVIOUS EMPLOYMENT HISTORY (please enter most recent first and continue on a separate sheet if necessary) *If you have had any breaks in employment since leaving school/college, please give details of these periods and your activities during these times (eg unemployment, raising a family, voluntary work, training and so on)* |
| LA/Employer’s name and address and school name if applicable | Job Title (and responsibility point if applicable) | **Exact** dates employed (i.e.) 01.09.03 to 30.04.06 | Reason for leaving |
| From | To |
|  |  |  |  |  |
| **SUPPORTING STATEMENT**  |
| You must use this section to tell us how your knowledge, skills and experiences match the requirements of the job set out in the person specification*.* ***Please provide evidence of your ability to challenge inappropriate behaviour and treat others with respect and dignity.*** |
| (Please expand this section, if necessary, by not more than 1 side of A4). |

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| ADDITIONAL INFORMATION |
| Are you related to a director, board member, governor or employee of the Lion Academy Trust?  YES [ ]  NO [ ]  |
| If yes state the name and relationship.  |
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| Have you previously had your employment terminated for misconduct? YES [ ]  NO [ ]  |
| If yes, give details |
| Have you ever resigned from employment during the course of a disciplinary investigation?YES [ ]  NO [ ]  |
| If yes, give details |
| NB. Failure to disclose could result in disqualification from applying |

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| DISCLOSURE OF CRIMINAL BACKGROUNDPlease refer to WF Guidelines on Employing People with Criminal Records |
| Because of the nature of the work for which you are applying, you are required to disclose any criminal convictions, cautions or bind-overs which you have incurred, including any that would be regarded as ‘spent’ under the Rehabilitation of Offenders Act 1974 (Exception) (Amendment) Order 1986. If you are offered employment an Enhanced Disclosure will be sought from the Disclosure & Barring Service before the appointment is confirmed. This will provide details of any criminal convictions, cautions, reprimands and final warnings, and any other information that may have a bearing on your suitability for the post.Disclosure of a criminal background will not necessarily exclude you from employment – this will depend upon the nature of the offence(s), frequency and when they occurred. Failure to declare a conviction, caution or bind-over may disqualify you from an appointment, or result in summary dismissal if the discrepancy comes to light.Have you ever been convicted by the courts or cautioned, reprimanded **Yes [ ]  No [ ]** or given a final warning by the Police of a criminal offence?If **YES**, please give brief details of the offence, including the date of the conviction. Are you aware of any police enquiries undertaken following allegations made against you, which may have a bearing on your suitability for this post? **Yes [ ]  No [ ]** If your answer is yes, you should provide brief details on a separate sheet, marked confidential. The information you will provide will be treated as strictly confidential and will be considered only in relation to the job for which you are applying.Do you have any criminal charges or summonses pending against you? **Yes [ ]  No [ ]** If **Yes**, please give details.*NB. : Prior to employment The Lion Academy Trust will check the details provided in this application against the ISA list of those barred from working with children. Once an offer has been made we will then request an enhanced DBS check.*  |

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| REFERENCES (One of these should be your present employer) |
| Please note if you have worked or are currently working with children, one reference **must** be obtained from the employer relating to children. Once received, references will be reviewed. External Applications: If you are selected for interview we will take up references before interview. One referee should be a senior person in your present (or most recent) employment who has knowledge of your work. If an employer’s reference cannot be provided due to longevity with a previous employer or employment history etc, a suitable alternative shall be agreed.Any offer will be subject to the Lion Academy Trust receiving satisfactory references.**Internal Applicants:** If you are selected for interview we will seek references from your current Headteacher/Line Manager. |
| Name  | Name  |
| Address Post Code  | Address Post Code  |
| Tel Number  | Tel Number  |
| Position in organisation  | Position in organisation  |
| Email  | Email  |
| Relationship  | Relationship  |
| How long have they known you?  | How long have they known you?  |

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| DECLARATION |
| * I understand that an offer of appointment will be subject to satisfactory references, DBS clearance, and proof of identity, qualifications and medical clearance.
* I understand that providing false or misleading information will disqualify me from appointment or if appointed will render me liable to summary dismissal.
* I declare that the information I have given is, to the best of my knowledge, true and complete.
* I agree that the information given may be used for registered purposes under the Data Protection Act 1998.
 |
| Signed  | Date |
| (Please note if you are applying on the web you will be required to sign this declaration at interview) |

**DATA PROTECTION ACT 1998**

In order to process your application and for no other reason, you are requested to complete and return this application form. Waltham Forest is fully committed to compliance with the Data Protection Act 1998 and the information given will not be revealed to any organisation other than those declared to the Office of the Information Commissioner.

**EQUAL OPPORTUNITES STATEMENT**

The Lion Academy Trust is an equal opportunities employer and is committed to safeguarding and

protecting the welfare of its children and staff.

**THANK YOU FOR APPLYING FOR THIS POST.**

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| ***MONITORING INFORMATION*** |
| **We ask you to complete this form which will not be shown to those shortlisting or interviewing you.** |
| **Appointment of:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(post)** |
| **Monitoring Ethnic Origin**Please indicate your ethnic origin by ticking one of the five broad divisions shown below: |
| **White** | **Black or Black British** |
| [ ]  | British | [ ]  | African |
| [ ]  | Irish | [ ]  | Caribbean |
|  | Any other White background (please specify below) |  | Any other Black background(please specify below) |
| **Asian or Asian British** | **Dual or Multiple Heritage** |
| [ ]  | Bangladeshi | [ ]  | White and Asian |
| [ ]  | Indian | [ ]  | White and Black African |
| [ ]  | Pakistani | [ ]  | White and Black Caribbean |
|  | Any other Asian background(please specify below) |  | Any other dual or multiple heritage(please specify below) |
| **Chinese or Other Ethnic Group** |
| [ ]  | Chinese | Any other ethnic background (please specify)  | Do not wish to declare**[ ]**  |
| **Monitoring Disability**Do you consider yourself to have a disability as defined\* in the Equality Act 2010.The Act defines disability as: “a physical or mental impairment which has substantial and long-term effect on a person’s ability to carry out normal day to day activities”. |
|  YES**[ ]**  |  NO**[ ]**  | Do not wish to declare**[ ]**  |
| Monitoring Gender Please tick one box |
|  Female**[ ]**  |  Male**[ ]**  | Do not wish to declare**[ ]**  |
| Monitoring Media (for response monitoring purposes only) |
| Name of media or how you knew about this job |
| SECTION B |
| To which one of the following age groups do you belong? |
| Under 20 [ ]  | 20-29 [ ]  | 30-39 [ ]  | 40-49 [ ]  | 50-59 [ ]  | 60 and over [ ]  |
| What is your religion? *Please tick one box only* |
| None[ ]  | Christian [ ]  | Buddhist [ ]  | Hindu [ ]  | Muslim [ ]  |
| Sikh [ ]  | Jewish [ ]  | Other [ ]  | If “other” please specify [ ]  | Do not wish to declare [ ]  |
| What is your Sexuality? *Please tick one box only.* |
| Heterosexual [ ]  | Gay Man [ ]  | Bisexual [ ]  | Lesbian [ ]  | Do not wish to declare [ ]  |