

APPLICATION FORM

APPLICATION FOR THE POST OF HEAD TEACHER OF THE UNIVERSITY OF LIVERPOOL MATHEMATICS SCHOOL

Applications should comprise:

- This **form** with all sections completed in full
- A copy of your full **curriculum vitae**
- A **supporting statement** of no longer than three sides of A4, addressing the personal specification and suitability to deliver the ambitions of the University of Liverpool Mathematics School

Applications should be submitted electronically to pvced@liverpool.ac.uk by 5pm Friday 15th March 2019.

1. PERSONAL DETAILS

TITLE	
SURNAME	
FIRST NAME	
PREVIOUS NAMES	
ADDRESS	
POSTCODE	
HOME TEL. NO.	
MOBILE TEL. NO.	
E MAIL ADDRESS	
N.I NUMBER	
DATE QUALIFIED AS A TEACHER	
TEACHER REF. NO.	



	YES	NO
DO YOU HAVE THE RIGHT TO WORK IN THE UK? ¹		
ARE YOU REGISTERED WITH THE GENERAL TEACHING COUNCIL?		

2. PRESENT / MOST RECENT POST

JOB TITLE			
LEA/EMPLOYER			
NAME OF SCHOOL			
DATE APPOINTED			
LEAVING DATE			
SUMMARY OF MAIN DUTIES			
REASON FOR LEAVING			
SINGLE SEX/MIXED			
NO. ON ROLL		NO. IN SIXTH FORM	
AGE RANGE		OFSTED CLASSIFICATION	
SALARY		GRADE / SPINE POINT	

¹ Original identification documents verifying your right to work in the UK will be requested, checked and a photocopy will be taken. If your application is successful and you commence employment, the copy of your identification documents will be retained on file under regulations governed by the Immigration, Asylum and Nationality Act.



3. PREVIOUS EMPLOYMENT DETAILS

Please give details of all previous employment including non-teaching positions and also give details of any unpaid / volunteering work. Please ensure that you provide explanations for periods when not in employment, education or training and reasons for leaving.

FROM / TO	EMPLOYER / SCHOOL	JOB TITLE AND MAIN DUTIES	REASON FOR LEAVING

4. EDUCATION AND TRAINING

NAME OF SCHOOL/COLLEGE/UNIVERSITY	DATES OF ATTENDANCE	EXAMINATIONS			
		SUBJECT	RESULT	DATE	AWARDING BODY

5. OTHER QUALIFICATIONS / TRAINING

TRAINING PROVIDER	QUALIFICATION / TRAINING COMPLETED	AWARDING BODY (IF APPLICABLE)	DATE COMPLETED

6. MEMBERSHIP OF PROFESSIONAL BODIES

PROFESSIONAL BODY / ASSOCIATION	CURRENT STATUS/ MEMBERSHIP No.



7. GUARENTEED INTERVIEW SCHEME

Do you wish to apply under the Guaranteed Interview Scheme?	
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8. ARRANGEMENTS FOR INTERVIEW

If you have disability, are there any arrangements which we can make for you if you are called for an interview and or/work based exercise?	Yes	No
If yes please give details:		

9. REFEREES

Please give the names of TWO persons who are able to comment on your suitability for this post. ONE must be your present Headteacher/College Principal or employer. Please ensure you provide referees from two different employers where possible. Referees will be contacted prior to interview for shortlisted candidates.

NAME	
ADDRESS	
POSITION	
TEL. NO.	
EMAIL	
IN WHAT CAPACITY DOES THIS REFEREE KNOW YOU?	

NAME	
ADDRESS	
POSITION	
TEL. NO.	
EMAIL	
IN WHAT CAPACITY DOES THIS REFEREE KNOW YOU?	

10. CRIMINAL CONVICTIONS

This post is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, as amended in 2013, because it is a post which involves working with children or young people. You are therefore required to declare whether you have any existing or relevant pending criminal convictions (or cautions or bind-overs) including those which are spent. The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are protected and are not subject to disclosure to employers and cannot be taken into account.

Guidance and criteria on the filtering of the cautions and convictions can be found on the Disclosure and Barring Service Website: <https://www.gov.uk/government/collections/dbs-filtering-guidance>

Do you have any convictions, cautions, reprimands or final warnings that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)?	Yes		No	
Are you included in any list of people barred from working with children by the Disclosure and Barring Service?	Yes		No	
Are you subject to a Prohibition Order or Interim Prohibition Order for teachers?	Yes		No	

If you have answered yes to any of the above questions please provide details.

11. DECLARATION

The information I have given on this form, and on any enclosures, is correct and I recognise that the University may terminate employment, without notice, should I knowingly mislead during the selection process

Data Protection: I agree to the University of Liverpool Mathematics School using personal data contained in this application, or other data which the University may obtain from me or other sources, for the purpose of dealing with my application for employment.

Signature (type name).....Date