

**APPLICATION FORM FOR PSYCHOLOGY TEACHER**

*All sections must be completed fully. You may include a CV with your application, but only in addition to this form, not as an alternative.**Please return this form with a covering letter addressed to the Headmistress, in support of your application.*

*Please note that prior to the appointment candidates will be required to provide certification to authenticate qualifications and satisfy recruitment checks.*

| **SECTION ONE: PERSONAL DETAILS** | | | | | |
| --- | --- | --- | --- | --- | --- |
| Full Name | | | Title | |  |
| Marital Status | |  |
| Home Address |  | | | | |
| Telephone (home) |  | Telephone (work) | |  | |
| Mobile number |  | Teacher Reference Number | |  | |
| Email |  | | | | |
| Nationality |  | | | | |
| Religious Denomination\* |  | | | | |
| National Insurance Number |  | | | | |
| Where did you hear of this vacancy? |  | | | | |

| **SECTION TWO: EDUCATION** | | | | |
| --- | --- | --- | --- | --- |
| School | Full Time | Part Time | From (month/year) | To  (month/year) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| University or other Institute of Higher Education | Full Time | Part Time | From  (month/year) | To  (month/year) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

| **SECTION THREE: QUALIFICATIONS**  **A level or equivalent: certificate/diploma/degrees): Degree level or Post Graduate level** | | | | |
| --- | --- | --- | --- | --- |
| Qualifications | Examining Body | Subject(s) | Pass Level | Date |
|  |  |  |  |  |
| **OTHER ACADEMIC OR PROFESSIONAL QUALIFICATIONS**  **(please give name of award, subject, pass level and Awarding Body)** | | | | |
|  | | | | |
| **ACADEMIC/PROFESSIONAL QUALIFICATION INITIALS AS THEY SHOULD APPEAR AFTER YOUR NAME (eg MA(Oxon) PGCE(Surrey) BA(Div)(PUM) MA(EdMg)(OU)** | | | | |
|  | | | | |
| **RELEVANT COURSES ATTENDED, OR STUDIES UNDERTAKEN I THE LAST FIVE YEARS (Please give details including dates)** | | | | |
|  | | | | |

| **SECTION FOUR: PRESENT POST** | | | |
| --- | --- | --- | --- |
| Job Title  (state full time or part time) |  | | |
| Brief details of responsibilities. |  | | |
| Place of work and location |  | | |
| Date of Appointment |  | | |
| Gross Salary (annual) |  | Additional Allowances  (annual) |  |
| Notice Period |  | | |
| Reason for wanting to leave present post |  | | |

\*St Catherine’s is an equal opportunity employer. Unless stated otherwise in the job details, this post is open to applicants of all religions/denominations who are in sympathy with the Catholic ethos of St Catherine’s School. This data is collected in order that we can fulfil various requirements such as census information required by the Diocese of Westminster.

| **SECTION FIVE: PREVIOUS EMPLOYMENT**  *List in chronological order. If gaps arise from post-education to present day, please explain.* | | | | | |
| --- | --- | --- | --- | --- | --- |
| Name & Type | Post held | Full/part time | From  Month/year | To  Month/year | Reason for leaving |
|  |  |  |  |  |  |

| **SECTION SIX: OTHER EMPLOYMENT** | | | | |
| --- | --- | --- | --- | --- |
| Name & Type | Post held | Full/part time | From  Month/year | To  Month/year |
|  |  |  |  |  |

| **SECTION SEVEN: OTHER INFORMATION** | |
| --- | --- |
|  | Please circle |
| Are you legally eligible to live and work in the UK in accordance with the Asylum and Immigration Act 1996? | YES NO |
| Can you provide a specified document such as a passport, P60 or UK birth certificate to confirm your answer? (To be provided at interview stage) | YES NO |
| If you are not a UK or EU National, please give your work permit number. |  |
| Are you in generally good health? | YES NO |
| Are you bankrupt or have you ever been declared bankrupt? | YES NO |
| (If yes please give details) |  |

| **SECTION EIGHT: REFERENCES**  *Details of 3 persons to whom reference may be made in confidence prior to interview. Please state which context you are known to the referee e.g. line manager.* | | |
| --- | --- | --- |
| Name | Name | Name |
| Address  Mobile | Address  Mobile | Address  Mobile |
| Email | Email | Email |
| Telephone | Telephone | Telephone |
| Context | Context | Context |

| **SECTION NINE: DECLARATION** |
| --- |
| The post for which you are applying involves access to children. It is therefore exempt from the Rehabilitation of Offenders Act 1974. You are thus required to declare any pending prosecutions or convictions you may have, even if they would otherwise be regarded as ‘spent’ under this Act, and any cautions or bind-overs. The information you give will be treated in confidence and will only be taken into account in relation to an application where the exemption applies.  The successful applicant will also be required to undertake an Enhanced Disclosure enquiry through the Criminal Records Bureau at the School’s cost.  The disclosure of a criminal record, or other information, will not debar you from appointment unless the selection panel considers that the conviction renders you unsuitable for appointment. In making this decision the Governors will consider the nature of the offence, how long ago and what age you were when it was committed and any other factors which may be relevant. Failure to declare a conviction, caution or bind-over may, however, disqualify you from appointment, or result in summary dismissal if the discrepancy comes to light.  Have you any convictions? YES / NO If yes, please detail below:  I know of no reason why I am not medically fit to take up this position if offered it. To the best of my knowledge, I do not suffer from illness that might harm the health or welfare of the children.  I certify that the information given on this form is to the best of my knowledge true and complete and that any misrepresentation by me may be sufficient grounds for my dismissal if I am employed.  Signature: Date: |