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| St Mary's and St John's CE School    LDBS | **St Mary’s & St John’s CE School**  Application form  CONFIDENTIAL |

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| APPLICATION FOR **Non-Teaching/Support Posts** at St Mary’s and St John’s CE School, Hendon, NW4  Post Applied For**:** | | | |
| **Part A – 1. APPLICANT’S PERSONAL DETAILS** | | | |
| SURNAME: | | TITLE (Mr, Mrs, Ms etc.) | |
| FORENAMES: | | PREVIOUS NAME(S) (if applicable): | |
| PERMANENT ADDRESS: | | | |
| TEMPORARY ADDRESS: | | | |
| WORK TELEPHONE: | HOME TELEPHONE: | | MOBILE NUMBER: |
| EMAIL: | | | |
| Are there any restrictions on your being resident or being employed in the UK?  🞎 Yes 🞎 No | | | |
| Do you have a full current driving license valid in the UK? 🞎 Yes 🞎 No | | | |
| Do you consider yourself to have a disability? 🞎 Yes 🞎 No  (If you have any requirements to aid you at interview, please specify below) | | | |

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| **2. EDUCATION AND TRAINING** | | | |
| NAME OF INSTITUTE AND ADDRESS | FROM | TO | EXAMINATIONS PASSED WITH GRADES |
| Secondary School or College: |  |  | GCSE or equivalent:  A Levels or equivalent: |
| University or College: (if applicable) |  |  | Main subject(s):  Degree and date awarded:  Class of degree:  Full time/Part time: |
| Details of any other Qualifications, including trade or vocational qualifications: |  |  | Date awarded and name of training institution: |

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| **3. TRAINING/PROFESSIONAL DEVELOPMENT** | | | |
| TITLE | ORGANISING BODY | FROM | TO |
| Please include any vocational/trade training as applicable to this post. |  |  |  |

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| **4. CURRENT EMPLOYMENT** | |
| Present Post:  Responsibilities:  Date appointed:  Name of employer: | School:  Local Authority:  No. on Roll:  Address: |

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| **5. OTHER POSTS** | | | |
| NAME OF ORGANISATION | JOB TITLE | FROM | TO |
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| **6. CURRENT SALARY** |
| BASIC ANNUAL SALARY (please indicate spine point): |
| ADDITIONS (please give allowances, London weighting etc.): |
| TOTAL SALARY: |
| NATIONAL INSURANCE NO: |

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| **7. PROFESSIONAL REFERENCES** |
| Please give the names of two referees who can vouch for your professional work, one of whom should be your present Headteacher if you are working in a school or your current or most recent employer. |
| i) Name:  Position:  Address:  Telephone number:  Email address (where possible): |
| ii) Name:  Position:  Address:  Telephone number:  Email address (where possible): |

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| **8. PERSONAL STATEMENT** |
| Please tell us about your relevant abilities, skills, knowledge and experience: |

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| **9. WORKING IN A CHURCH OF ENGLAND SCHOOL** |
| We welcome people of many faiths and beliefs. We do, however, ask that all staff should support the values, ethos and philosophy of a Christian school, in the tradition of the Church of England, and we would expect all staff to support that Christian ethos. |
| If you are a practicing member of a Christian Church, please give details:  Denomination:  Place of Worship:  Address:  Diocese (if applicable): |
| If possible please give the name of a parish priest or minister from whom a reference may be sought:  Name:  Address:  Telephone number: |
| If you wish, please add a brief statement here in support of your application to this Church of England school: |

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| **Part B – CONFIDENTIAL INFORMATION** |
| 1. Work Status  I understand that under the terms of the Asylum and Immigration Act 1996 should I be short-listed for the post for which I am applying, I will provide for the governing body, as employer, an original document\* showing my entitlement to work in this country.  \*Acceptable documents include your National Insurance card, a birth certificate issued in the UK or Eire, a P45 from your previous employer, a valid passport, or any relevant authorisation allowing you to work in this country. |
| 2. Other information  Are you related to any member of the governing body, LA elected member, senior LA official or officer of LDBS?  🞎 Yes 🞎 No  If yes, please give details:  You are reminded that any canvassing, direct or indirect, will disqualify candidates.  Successful candidates may be required to produce their birth certificate and undergo medical examination.  **Any job offer will be subject to a satisfactory enhanced disclosure check with the Disclosure and Barring Service.** |

**Declaration**

To the best of my knowledge the information on this form is correct.

I understand that willful falsification or omissions may, if I am appointed, result in my dismissal.

I declare that I am not on List 99 or disqualified from working with children.

I consent to the processing of personal data as defined in the Data Protection Act 1998.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_