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|  |  | CONFIDENTIAL | | |
| SCP%20Strip%20Colour  **Southend-on-Sea Borough Council** |  | Chalkwell Hall Logo Colour | | |
| **HEADTEACHER APPLICATION FORM** | | |  |  |
|  | | | **Closing date** | **12th April 2021 at midday** |
| **Please complete all parts** | | | **Date received** |  |
|  | | | **Short listed** |  |

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| **Post Title & Reference**  **Headteacher** |  | **Group 3**  **Southend L19 to 24A (£65,735 to £73,559 pa)** |  | **Name of school**  **Chalkwell Hall Junior School** |

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| **Personal Details** | |
| Title | Full name |
| Present address | All previous names |
| Home phone no. |
| Mobile or work no. |
| National Insurance no. |
| Date of QTS | Teacher reference no. |
| E-mail address | Where did you see this post advertised? |

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| **Current Employment** | | | |
| Name and address of current or most recent employer | Type of school | | |
| No. on Roll | | Ages taught |
| Current salary | | Additional allowances |
| Date appointed | | Date available |
| Job Title (inc. TLRs) | Subjects taught or key responsibilities | | |
| Other responsibilities | | Reason for seeking other employment | |

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| **Previous Employment** Please expand boxes and duplicate blank boxes and complete them if necessary to give details of all previous employers. | | | |
| Name & address of employer | Date from | | Date to |
| No. on Roll | | Type of school |
| Ages taught | | Salary |
| Job Title (inc. TLRs) | | Subjects taught or key responsibilities | |
| Other responsibilities | | | Reason for leaving |

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| Name & address of employer | Date from | | Date to |
| No. on Roll | | Type of school |
| Ages taught | | Salary |
| Job Title (inc. TLRs) | | Subjects taught or key responsibilities | |
| Other responsibilities | | | Reason for leaving |

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| Name & address of employer | Date from | | Date to |
| No. on Roll | | Type of school |
| Ages taught | | Salary |
| Job Title (inc. TLRs) | | Subjects taught or key responsibilities | |
| Other responsibilities | | | Reason for leaving |

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| **Professional Qualifications** Please expand and/or add boxes if necessary. The school will require sight of original certificates if you are considered for appointment. | | | | |
| Name of Establishment | FT or PT | Qualification | Grade | Date |
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| **Education** Please expand and/or add boxes if necessary. | | | | |
| Name of Establishment | FT or PT | Qualification | Grade | Date |
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| **Membership of Professional Bodies** Please expand and/or add boxes if necessary. | | | |
| Name of professional body | Type of membership | Registration reference | Renewal date (if applicable) |
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| **Training and Continuing Professional Development** Please include details of professional or personal development. Please expand and/or add boxes if necessary. | | | |
| Name of course | Organising body | Brief description of course content | Date |
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| **Statement in support of your application** |
| Please use this section to show how your experience and achievements meet the requirements of this post. Please refer closely to the job description and person specification in this section. Include relevant skills and experience that you have obtained through previous employment, work experience, voluntary or community involvement, personal interests or education. Please expand box if necessary. |

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| **References** | |
| Your current or most recent employer must be one of your referees. The school reserves the right to contact your referees before an offer of employment is made or considered. Relatives are not acceptable, even if they are your employer. | |
| Full name | Full name |
| Title | Title |
| Address | Address |
| Telephone no. | Telephone no. |
| Fax no. | Fax no. |
| Email address | Email address |
| Have you ever been known by any other names? If yes, please give full details here | |

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| **Miscellaneous Information** |
| Are you related to or the partner of any school governor? **Yes / No**  If yes, please give details. Such a disclosure will not disqualify you from consideration. However, the failure to declare such a relationship may disqualify you, or may be dealt with under the appropriate procedure which may include the Disciplinary Procedure. |
| Have the DfE ever restricted, or are currently considering restricting, your employment in schools? **Yes / No**  If yes, please give details  A full DBS check will be required if you are considered for appointment and the result must be considered appropriate by the school. |

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| **Self declaration** |
| The information stated in this application, together with any accompanying papers is, to the best of my knowledge, correct. I understand that a false entry may lead to either an offer of employment being withdrawn or disciplinary action being taken which could result in dismissal.  Signed…………………………………………………………………………………. Date…………………………………………….. |

**Thank you for your interest in our post.**

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| **Please return completed application form to:**  [**office@chalkwellhall-jun.southend.sch.uk**](mailto:office@chalkwellhall-jun.southend.sch.uk)  **headed ‘CONFIDENTIAL Headteacher Application’**  **on or before the closing date.** |