

|  |
| --- |
| **APPLICATION FOR EMPLOYMENT**  All parts of this application cv and covering letter need to be sent either by email or post to  Headmaster, Bedstone College, Bedstone, Bucknell, Shropshire SY7 0BG  *If using an electronic version of this Application Form please note that you can use the TAB key to quickly navigate to each field* |

|  |  |  |  |
| --- | --- | --- | --- |
| **1. PERSONAL DETAILS** | | | |
| Surname: |  | Forename (s): |  |
| Address: |  | | |
| Tel No: (home) |  | Email: |  |
| Mobile: |  | QTS Status: |  |
| Date of Birth:: |  | DfES No: |  |

|  |  |
| --- | --- |
| Position Applied For: |  |
| Are there any restrictions regarding your employment? e.g. do you require a work permit? | Yes No    \*If you answer Yes please supply details on a separate sheet of paper. |

|  |  |
| --- | --- |
| **2. OTHER INFORMATION** | |
| Are you related to any Governors or other employee at Bedstone? | Yes No |
| If yes, to whom? |  |
| Please state where you saw this job advertised. |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **3. PRESENT APPOINTMENT** | | | | | |
| Post Held: | |  | | | |
| Specific Responsibilities: | |  | | | |
| Reason For Leaving | |  | | | |
| School/College Address: | |  | | | |
| Number on roll: |  | Age range in school |  | Age range taught: |  |
| LEA/Employer: | |  | | | |
| Present/last salary and details of any additional benefits/allowances: | |  | | | |
| Notice Required: | |  | | | |
| How many days absence have you taken in the last two years (excluding school holidays) | |  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **4. EDUCATION AND ACADEMIC QUALIFICATIONS:** | | | |
| **School/College/University** | **From** | **To** | **Subjects, Qualifications, Grades, Honours** |
| Secondary (post 16) |  |  |  |
| Degrees or equivalent |  |  |  |
| Other teaching qualifications |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Other Non-teaching qualifications |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **5. PREVIOUS TEACHING APPOINTMENTS:** | | | | |
| *Please provide a full history in chronological order starting with the most recent. Please include any periods of unemployment since leaving higher education and provide, where appropriate, explanations for any periods not in employment.* | | | | |
| **Title of post and name of school/college/other employer** | **Status e.g. full-time or part-time** | **Type of School/College**  **Age range/age range taught** | **Period of Service** | |
| **From** | **To** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **6. PROFESSIONAL DEVELOPMENT:** | | | | |
| *Please give details of courses attended and indicate any awards /qualifications/ certifications earned.* | | | | |
| **Course Title** | **Provider** | **Duration** | **Dates** | **Awards (if any)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **7. OTHER RELEVANT WORK EXPERIENCE** | | | |
| (please start with most recent) | | | |
| **Nature of Occupation** | **Employer** | **Period of Service** | |
|  |  | **From** | **To** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **8. REFERENCES** | | | |
| The first referee should be your present or most recent employer. Where you are not currently working with children but have done so in the past one reference must be from the employer by whom you were most recently employed in work with children. Please note references will not be accepted from relatives or from referees writing solely in the capacity of a friend. | | | |
| **May we approach your referees without further reference to you?** | | | Yes No |
| **Referee No 1**:  Name: |  | Position: |  |
| Address: |  | Tel:  Email: |  |
| In what capacity do you know the above? |  | Fax: |  |
|  | | | |
| **Referee No 2:**  Name |  | Position: |  |
| Address: |  | Tel:  Email |  |
| In what capacity do you know the above? |  | Fax: |  |
|  | | | |

|  |
| --- |
| **9. INTERESTS** (both professional and leisure) |
|  |

|  |
| --- |
| **10. COVERING LETTER AND CV (IN ELECTRONIC FORM)** |
| Please attach a CV and covering letter in support of your application in which you should give your reasons for applying for this post. You should bear in mind that Bedstone College is a co-educational boarding school with the expectation that all staff are fully involved in every aspect of the life of the College and you should thus include any information that you consider relevant to this application*.* |

|  |
| --- |
| **11. DECLARATION** |
| I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore that all convictions, cautions and bind-overs, including those regarded as ‘spent’ must be declared. I have not been disqualified from working with children, am not named on DfES List 99 or the Protection of Children Act List, am not subject to any sanctions imposed by a regulatory body (e.g. the General Teaching Council), and **either** (please delete as appropriate) I have no convictions, cautions or bind-overs **or** I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked confidential. A false declaration would be considered a matter for instant dismissal. |

I understand that in submitting this form I declare that the contents of this application are true and accurate to the best of my knowledge and belief.

|  |  |
| --- | --- |
| **SIGNATURE:** |  |
| **DATE:** |  |