

GLOBEDUCATE APPLICATION FORM

Please complete this form which is to be handed in at the interview

Globeducate Schools have a commitment to safeguarding and promoting the welfare of children and young people. All appointments are subject to references satisfactory to the school. Our applicants are subject to a thorough criminal record check in France and abroad (e.g. Enhanced DBS check for teachers who have worked in the UK), and we make sure we also verify that they have not been banned from teaching (Prohibition Check for teachers who have worked in the UK). During interviews, applicants will be asked to talk through their application forms (including periods when they were not working).

DATE OF APPLICATION		POST APPLIED FOR	
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LAST NAME		CURRENT ADDRESS:
FIRST NAME		
PHONE		
EMAIL		
NATIONALITY		
SOCIAL SECURITY NUMBER		
DATE OF BIRTH		
BIRTHPLACE		
French Criminal Record Extract n°3	YES	NO
ANY FORMER USED NAMES / ALIASES		

CAREER HISTORY

Please give details of your career history below, starting with your current/most recent post – please account for any gaps in work history (copy and paste as many boxes as you require). Please include any period of **post-secondary education** including part-time and voluntary work.

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
REASON FOR SEEKING OTHER EMPLOYMENT		

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
REASON FOR LEAVING		

DATES	EMPLOYER NAME & ADDRESS	JOB TITLE, DUTIES, ACTIVITIES, RESPONSIBILITIES
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REASON FOR LEAVING		

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REASON FOR LEAVING		

CAREER HISTORY (CONTINUED)

If there are any gaps in the dates recorded on the application form, please give details to account for those gaps here.

ACADEMIC AND PROFESSIONAL QUALIFICATIONS

Please give details of your post-school academic and professional qualifications. Please note that original certificates must be provided before the contract is signed.

DATES	INSTITUTION NAME	QUALIFICATION(S)

OTHER QUALIFICATIONS

Please give details of any other relevant qualifications (First Aid, Sports, Coaching, etc.).

DATES	INSTITUTION NAME	QUALIFICATION(S)

PERSONAL STATEMENT

This is your opportunity to state your motivations for applying for this post, your suitability for the role, how your skills match the job specification etc.

YOUR REMUNERATION

Please indicate the amount of your fixed remuneration in gross per annum and indicate the amount of your variable remuneration if applicable.

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INTERESTS

What are your interests outside of work?

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CHILD PROTECTION

Do you have any allegations or convictions in relation to child protection matters? If yes, please provide details.

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Do you know of any other matters not covered above relating to you and/or your background, which might cause your reliability or suitability to be called into question regarding working with children?

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REFEREES

Please provide two professional referees. The first referee must be a Headteacher/Head of school if you have worked in a school.

	REFEREE 1 (CURRENT OR MOST RECENT EMPLOYER)	REFEREE 2
LAST NAME FIRST NAME		
POSITION		
ORGANISATION		
TELEPHONE		
WORK EMAIL		

FAMILY/ CLOSE RELATION

Are you acquainted with, or related to, anyone working at the school?

Yes/ No

If yes, please give the name (s) and state in what capacity you know them, below.

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ENTITLEMENT TO WORK

The school requires new members of staff to provide documentary evidence that they are entitled to undertake the position applied for/have an ongoing entitlement to live and work in France. Therefore, on offer of and before commencing a position, candidates should provide documentary evidence of their right to live and work in France or the European Union or declare the need for a working visa.

DECLARATION

I confirm that the information provided in this form is correct to the best of my knowledge, and understand that providing false information on this application form is an offence and could result in the application being rejected or summary dismissal if the applicant has been selected, and possible referral to the police and other professional regulatory bodies.

I acknowledge that an offer of appointment will be subject to satisfactory references, a French or foreign clear criminal record certificate and that I have not been banned from teaching.

I give consent for personal information provided as part of this application to be held in accordance with the Data Protection Act 2018.

We inform you that you have the right to access, correct, modify, transfer, delete, remove and object to the processing and collection of your personal data and information.

To exercise this right please write to Globeducate Data Privacy Policy at the following address:

rgpd.france@globeducate.fr

PRINT LAST NAME AND FIRST NAME	SIGNATURE	DATE	

Documents to be submitted to prepare your contract:

- ☐ The Application Form completed and signed
- ☐ A photocopy of your ID card or passport
- ☐ For non-EU citizens: a photocopy of your valid work and residence permit (to be sent to us on a regular basis at each renewal period)
- ☐ A photocopy of your certificates and diplomas.
- ☐ A photocopy of your previous certificates of employment
- ☐ A photocopy of your health insurance certificate (to be obtained on ameli.fr)
- ☐ A photocopy of your Carte Vitale
- ☐ Your bank account details (RIB)
- ☐ A certificate of criminal record (extract n°3, DBS, ICPC Check, EEA, Prohibition Check ...)

For French : this document is mandatory. You can request it online:

<https://casier-judiciaire.justice.gouv.fr/pages/accueil.xhtml>

☐ According to your family status:

- Single: no family status document required
- Married: photocopy of the family record book (livret de famille)
- Civil partnership: a photocopy of the civil partnership agreement / PACS
- Common-law marriage: a declaration of common-law marriage on a separate letter with copies of ID cards of partners + proof of residence at the same address