

CURRENT POST

Please give details of your current post including dates and salary.

Employer's name and address	Dates	Position held	Salary and Benefits	Reason for leaving

CAREER HISTORY

Please list the posts you have held

Employer's name and address	Dates	Position held	Salary and Benefits	Reason for leaving

PERIODS WHEN NOT WORKING

(Please give details of any voluntary work and reasons for periods when you have not been employed, self employed or in training)

From	To	Reason

EDUCATION AND QUALIFICATIONS

(Including any relevant professional qualifications)

SCHOOL, COLLEGE, UNIVERSITY	Dates	Dates	COURSES & EXAMINATIONS TAKEN WITH RESULTS

MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS

Please list the professional bodies of which you are a member, together with the level and date of membership.

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FURTHER PROFESSIONAL DEVELOPMENT

Please provide details of any professional development undertaken.

MOST RELEVANT EXPERIENCE AND MOTIVATION FOR APPLYING

On no more than three pages, please explain how you best meet the criteria set out in the person specification, including the experience you would bring to the post and some examples of relevant personal achievements.

Continuation

REFEREE DETAILS

- References will only be sought for short listed candidates. It is our policy to obtain references prior to interview if you have concerns regarding this please contact us.
- The first reference must be your present or most recent employer
- If any of your references relate to your employment at a school or college your first referee **must** be the Headteacher
- Your referees will be asked about any disciplinary offences relating to children, current and/or time expired; whether you have been the subject of any child protection concerns and if so, the outcome of these investigations. If you are not currently working with children, but have done so previously these issues will be raised with your former employer.
- If you are not currently working with children but have done so previously the second reference must be that employer.
- Please do not give relatives or people solely in the capacity as friends as a referee
- Other previous employers may also be approached for information, before interview, to verify details on your application form such as particular experience or qualifications.
- Please provide a contact email address for your referees

Reference 1	Reference 2
Name:	Name:
Position:	Position:
Organisation:	Organisation:
Address:	Address:
Tel:	Tel:
Email:	Email:
Relationship	Relationship

How many days you have been absent from work owing to sickness in the last 24 months?

Completion of a pre-employment medical questionnaire at a later stage in the recruitment process is obligatory.

This post is exempt from the Rehabilitation of Offenders Act 1974 and you are therefore required to give details of any convictions, cautions and bind-overs, including those regarded as 'spent'. Failure to do so will render you liable to summary dismissal. The successful candidate will be subject to an enhanced disclosure by the Disclosure and Barring Service.

Please tick the appropriate statement:

- I have not been disqualified from working with children, am not named on the DBS Children's Barred List, and am not subject to any sanctions imposed by a regulatory Body. I have no cautions or bind-overs, or
- I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked 'confidential'.

The information collected on this form will be used during the recruitment process, and if you are successful will be added to your employee file. If you are unsuccessful the information will be retained for one year following the completion of the recruitment process. For further information on how we use your information and who we may share it with, please refer to the Privacy Notice for Staff which is available from the School Office.

Signing here indicates that you have read the above statements and are happy for the school to use this information for the purposes described.

I declare that, to the best of my belief, the information given on this form is accurate and in particular that I have not omitted any material facts which may have a bearing on my application. I understand that providing false information is an offence and could result in the application being rejected, or in my summary dismissal if I have been selected, or possible referral to the police. I understand that any subsequent contract of employment will be made on this basis.

Signature:

Date: