

Application Form

Applicant Details

Position Applied for

Date of Application

Title

Full Name

Previous Name(s)

Employment Details

National Insurance Number

Do you have the right to work in the UK?

Yes

No

Are you applying as a job sharer?

Yes

No

Contact Details

Mobile Number

Home Telephone

Email Address

Address

Professional Details

DfE Number

QTS

Yes

No

NPQH

Yes

No

Subjects Taught

Age Ranges Taught

Professional Bodies

Teacher Training

Continuing Professional Development

DBS on Update Service

Do you have a current Enhanced DBS on the update service? Yes No

If yes, please can you provide the information below as it appears on your certificate.

First Name Surname

Other Names Date of Birth

DBS Certificate Number Copy of certificate

By completing this form, I understand I am giving In Toto Ed HR Department my consent to access the Disclosure and Barring Service (DBS) Update Service to undertake a check against my current DBS Disclosure. I have provided the above information regarding my current DBS Disclosure to assist in carrying out this check.

Criminal Convictions

Because of the nature of the work for which you are applying, this post is exempt from the provisions of section 4(2) of the Rehabilitation of Offenders Act 1974 (Exceptions order 1975). Applicants are, therefore, NOT entitled to withhold information about convictions which for other purposes are considered 'spent' under the provisions of the Act. Please respond fully and honestly to the following question and note that a criminal conviction is not necessarily a bar to working with us.

Have you ever been cautioned or convicted by any court, be it criminal, civil or military, of any offence when either a juvenile or adult or do you have any allegations against you outstanding? Yes No

If your answer is yes, please detail below the offense, the dates and the court which sentenced you and any other information you feel is relevant.

Current Employment Information

Job Title	Organisation
Location	
Description of Duties	
Type of School	School Gender
Total Number of Students	
School Age Range Subject(s)/ Curriculum(s)/ Age Ranges Taught	
Start Date	Notice Required
Contract Type	Reason for Leaving
Salary	Grade/ Scale
Additional Allowances	

Previous Employment Information

Job Title	Organisation
Location	
Description of Duties	
Type of School	School Gender
Total Number of Students	
School Age Range Subject(s)/ Curriculum(s)/ Age Ranges Taught	
Start Date	End Date
Contract Type	Reason for Leaving
Salary	Grade/ Scale
Additional Allowances	

[illegible]

Gaps In Employment

Start Date	End Date	Further Information

Education Information

Schools Attended		
School Name	Location	Dates Attended

[illegible]

Supporting Statement

Additional Skills

Disqualification from Caring for Children Regulations 1991

Please tick where the statement below is correct

No child of whom I am parent has been made the subject of a care order.	
No child has been prevented from living with me or removed from my care by a court order other than custody or residence order in favour of the child's other parent.	
I have not carried on, been concerned in the management of, or had any financial interest in a private or voluntary children's home which has been refused registration or which has had its registration cancelled.	
I have not been prohibited from being a private foster parent and have not been refused registration in respect of nurseries, day care or childminding.	
I have not had a prohibition order issued by the National College for Teach and Leadership against me.	
I have not been barred from taking part in the management of an independent school.	

If you are unable to tick any of the above, please give circumstances and dates as appropriate

Declaration

I have read the job description and other information issued relating to the vacancy and can comply with the fundamental requirements of this role. I confirm that all the information given above is correct and complete. Incorrect, incomplete or misleading information may result in my dismissal without notice or pay in lieu of notice. I agree to an Enhanced Disclosure being sought in the event of a successful application. I give permission for a Police Check to be carried out and understand that any spent convictions will be disclosed. I give my permission for the Company to check all details I have given above. I consent to all referees being contacted. I accept that any offer will be subject to receipt of satisfactory references by the Company, satisfactory DBS clearance, evidence of qualification, valid ID and evidence of right to work status.

Signed

Date

Reference Information

Current/ Most Recent Employer

Title	Full Name
Position Held	Organisation
Address	Telephone
Email Address	May be contacted prior to interview
	Yes
	No

Past Employer

Title	Full Name
Position Held	Organisation
Address	Telephone
Email Address	May be contacted prior to interview
	Yes
	No

Character Referee

Title	Full Name
Position Held	Organisation
Address	Telephone
Email Address	May be contacted prior to interview
	Yes
	No

Data Protection

Information provided by you on this application form may be copied for use during the recruitment procedure. Once the recruitment procedure is completed, the data will be stored for 12 months and then destroyed. If you are a successful candidate, relevant information may be taken from this form and used as part of your personnel record.