# **Application Pack**



For the Position of: <u>Teacher of Mathematics</u> Closing date: Midday on Friday, 5 February 2021

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St. Olave's Grammar School is a recently OFSTED 'Outstanding' forward-looking selective Church of England school where academic standards are very high, rivalling the best schools in the country; our naturally able and inquisitive pupils are a delight to teach.

The school prioritises the wellbeing, dignity and morale of its staff and pupils, actively investing in professional development as we very much feel that people make our environment.

If you are looking for a new challenge or you are starting your career, then please do come and visit us or explore our website further.

The atmosphere in our School is truly unique – it is a community which is welcoming, caring and inspiring.

Being a member of staff at St. Olave's Grammar School, allows you to access:

- Competitive salaries and pay progression
- Extensive professional development opportunities
- Training grants for qualifications
- A Cycle to Work scheme
- Competitive terms and conditions of employment
- Membership of the staff association, which includes free tea and coffee throughout the day
- School sports facilities and yoga classes
- Choirs and music groups
- Staff Wellbeing programme, including access to medical advice and counselling



# **About St. Olave's Grammar School**

St. Olave's enjoys a reputation as one of the leading Grammar Schools in the country with a strong focus on scholarship combined with cultural enrichment. We are a Voluntary Aided selective Church of England school which admits 4 forms of entry of boys at age 11, from a wide variety of backgrounds across a broad area of South London, and takes both boys and girls into the Sixth Form. Here you will find a vibrant multi-cultural community of young men and women who respect tradition as well as a dynamic, forward-looking approach. Our students have the very highest aspirations, supported by hard work and commitment; almost all take up places at Russell Group universities and go on to pursue top careers. We are proud to provide outstanding pastoral care, based on Christian values, where each student is valued as a unique individual.

With an outstanding record of academic excellence our A-Level results show consistently around 95% A\*/B grades, placing St. Olave's amongst the very top schools nationally. Over 200 students have gained Oxbridge places over the last 7 years; last year we had 28 offers for Oxbridge and 49 for Medicine, both more than many of the schools in the country can replicate. We try to locate academic excellence within the broader context of education, encouraging all of our students to become independent thinkers, engaging critically in the learning process through a vibrant approach to intellectual curiosity.

Olavians are interesting people who enjoy a variety of cultural experiences alongside their academic pursuits. Sport, Music, World Challenge, Drama, Amnesty International, Duke of Edinburgh's Award, the Political Economy Society, are just a few of the wide range of co-curricular opportunities available at St. Olave's, and we expect every one of our students to get involved in some of these so that their lives are culturally enriched. Our rugby squad recently toured South Africa; Biology students spent three weeks in Malawi doing scientific research with Operation Wallacea; our Economists visited the European Bank in Frankfurt; Art students spent a week in Copenhagen; others visited the sites of Ancient Greece or trekked the jungles, mountains or volcanoes of Honduras, Costa Rica or Tanzania on World Challenge. Our top Chess and Fives teams comprise a number of national champions whilst our budding playwrights have had scripts performed at the National Theatre. Each year 4 choral scholars provide the trebles for The Queen's Chapel of The Savoy – part of the school's rich cultural heritage and a link with its historic origins near London Bridge where it was originally founded in 1561 and later given a Royal Charter by Queen Elizabeth I in 1571.

As soon as you enter the school you cannot help but notice the friendly atmosphere and a deep sense of pride and loyalty. We hope that all of our students will grow into caring, independent young adults with a strong sense of moral and social responsibility.

Mr. A. Rees Headteacher



# Information about this role

We are seeking to appoint a well-qualified, enthusiastic and inspirational graduate to join us as Teacher of Mathematics, with the opportunity to teach up to the highest academic levels. The Mathematics and Computing Faculty has considerable examination and university success, with students regularly gaining places to read Mathematics, Computer Science and many closely related courses at top universities, including Oxford and Cambridge.

This position would suit either an NQT, or an experienced teacher looking to further their career. Leadership opportunities and corresponding remuneration are available for the right applicant.

# Working hours

Full time from September 2021

# Salary details

MPS or UPS, Outer London remuneration

# How to apply

To apply for this position, please submit the attached application form, along with a covering letter, no later than **Midday** on Friday, 5 February 2021

Submissions can be made via email to <u>ttaylor@saintolaves.net</u> or via post.

# **Enquiries**

Should you have any enquiries, please contact Mrs Taylor, the Headteacher's P.A. at <u>ttaylor@saintolaves.net</u>

# **Interviews**

Interviews will take place as soon as possible after the closing date but suitable candidates may be interviewed before the closing date and St. Olave's Grammar School reserves the right to withdraw the position if an early appointment is made.

# **Safeguarding**

St. Olave's Grammar School is committed to safeguarding and promoting the welfare and safety of all students and expects all staff and volunteers to share this commitment. All appointments will be subject to an Enhanced Disclosure and Barring Service check.

# Privacy Notice

<u>The St. Olave's Grammar School Job Applicant Privacy Notice</u> sets out what personal data we the School, hold about you and how we collect and use it during and after the recruitment process. It applies to anyone who is applying to work for us, whether as an employee, worker, contractor, consultant, volunteer, governor, apprentice (together referred to as 'Job Applicant' or 'you').



# **Job Description**

# **Teacher of Mathematics**

Job Title:	Grade: MPS or UPS (Outer London remuneration)
Teacher of Mathematics	Line Manager: Head of Mathematics and Computing
Working Time:	
Full time from September 2021	
MAIN PURPOSE	

To teach Mathematics up to the highest academic levels. The Mathematics and Computing Faculty has considerable examination and university success, with students regularly gaining places to read Mathematics, Computer Science and many closely related courses at top universities, including Oxford and Cambridge.

#### **RESPONSIBILITIES AND DUTIES**

#### **Role of the Mathematics Teacher**

#### A. Achievement and Standards

• To be accountable for excellent performance of all pupils within your teaching groups.

#### **B.** Personal Development and Well-Being

- To have high expectations of students and be committed to ensuring that they can reach their full potential.
- To understand how the development of young people is influenced by a range of developmental, social, religious, ethnic, cultural and linguistic influences.
- To know how to identify potential child abuse or neglect and follow safeguarding procedures.
- To be Form Tutor and to carry out pastoral duties including discipline, attendance, punctuality, reports, assemblies and form rooms, etc., as detailed in the Staff Handbook.

#### C. Quality of Provision

- To teach well-organised, engaging and motivating lessons with high levels of challenge, questioning and articulation.
- To ensure best practice is sought and integrated into teaching and learning.
- To have a secure knowledge and understanding of your subject and any recent relevant developments.
- To know the assessment requirements and arrangements including public examinations.
- To ensure that data and pupil information are used effectively to inform teaching and learning [including SEN].
- To support students so that they can be reflective and are able to identify how they can improve.
- To encourage high standards of academic and personal achievement, appearance and conduct in all pupils.
- To be committed to the pastoral life of the School, taking account of diversity, promoting equality and inclusion, and managing student behaviour in line with the School's Behaviour Policy.
- To establish a safe and purposeful learning environment.
- To contribute to the wider life of the School and its co-curricular activities.

#### D. Wider Professional Aspects

- To contribute to departmental development, acting upon the direction and feedback of your line-manager or HoD.
- To have a creative, collaborative and constructive approach to innovation and be prepared to adapt your practice.
- To keep up-to-date with school developments and professional duties, and to carry out a share of supervisory duties.
- To be a role model exemplifying the highest standards of classroom practice and professional conduct.
- To evaluate your performance and be committed to your own professional development.
- To understand the roles of colleagues with specific responsibilities for groups of learners [eg SENCO, Heads of Year]

**E.** To take responsibility for other areas as may reasonably be requested by the Headmaster.

Professional attributes and personal qualities

- A willingness to grasp the Olavian Grammar School ethos of scholarship, excellence and the highest aspirations.
- A good honours degree with a passion for your subject and the ability to share this with students.
- An interest in the challenges and demands of teaching the most able students.
- A proven track record of excellence in the classroom or on a teacher training programme.
- At least two references with recent knowledge, including a referee from the most recent employer/Head-teacher.
- The resilience and stamina to cope with the demands of the job and work to deadlines.
- Good inter-personal skills and the ability to build professional relationships with colleagues, students, parents, Governors and outside agencies.
- A well-developed sense of proportion and humour, with a positive and enthusiastic outlook.
- Personal and professional integrity.
- An interest in the international dimension with a commitment to an integrated multicultural community.
- Willingness to embrace the school's core Christian values.
- Competence in ICT.

St. Olave's is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the school's Child Protection policy, which is available on our website, and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Enhanced DBS Checks from the Disclosure and Barring Service will be sought on all successful applicants. Full details are given on the application form.

#### OTHER (finance, resources, performance management, staff supervision)

#### General:

Adhere to the Staff Handbook and all School Policies.

Fully and positively participate in the school's performance appraisal scheme in order to develop and enhance personal and service performance.

Undertake any other reasonable duties requested/assigned as required by SLT or Line Manager.

### EQUALITIES

Implementation of the school's equal opportunities policies and its statutory responsibility with regard to other individuals and service delivery.

	Date	Name
1. Date drawn up	January 2021	A Rees (Headteacher)
2. Agreed by Post Holder		
3. Confirmed by Line Manager		



#### The Mathematics and Computing Faculty at St. Olave's Grammar School

Mathematics is an extremely popular subject at St. Olave's, with massive numbers opting for both Mathematics and Further Mathematics in the Sixth Form and a real buzz of enthusiasm for the subject.

Outstanding academic results are consistently amongst the best in this very high performing school.

Staff in the Faculty possess talent, skills, enthusiasm and imagination; their energy is rewarded by the satisfaction of working with some of the nation's best and keenest young mathematicians.



competitions.

St. Olave's is also a regional venue for the UKMT Team Challenge Competition, winning the Junior Competition in 2016-17 and regularly competing for the top prize in the National Finals of the Junior and Senior competitions. The department also runs the very successful Maths in Motion Club, while the Mathematics Society hosts weekly meetings and takes part in several annual competitions, such as the Ritangle competition and Maths Feast.



Enrichment and extension is a key feature of our provision. In addition to special STEP and MAT tuition, there has been regular success in National competitions with large numbers of Gold certificates in the Junior, Intermediate and Senior Mathematical Challenges, UKMT. A large number of students are normally invited to participate in the later rounds, with considerable success at a nationally significant level in the Olympiad



#### **Higher Education progression in Mathematics**

The huge student interest in Mathematics and related subject areas translates into the highest aspirations for progression into most of the top universities in the UK and abroad.

**Computing** operates within the Mathematics Faculty with a strong focus on higher order skills, particularly programming, through extended projects that enable our students to develop analytical and problem solving skills. All students in KS3 have a Computing lesson once a week to develop their capability, knowledge of computer science and computational thinking creativity. An extremely popular option at GCSE, Computing is also offered at AS and A Level where recent results show St. Olave's as one of the highest ranking schools for adding value at KS5. We enable students to understand how changes in technology affect safety, including protecting their own online privacy and identity. We encourage them to be able to use and express themselves and develop their ideas through information and communication technology at a level suitable for the future workplace and as active participants in a digital world.

#### Meet the staff:

Meera Lawrence	Head of Faculty
Peter Bassett	Second in Faculty
	(i/c KS4 Mathematics)
Rabia Zeshan	HoD Computing
Joanna Munday	i/c KS5 Mathematics
Eric Roye	i/c KS3 Mathematics
Matthew Ashford	
Ajibola Fasoranti	
Sebastian King	
Robert Masters	
Esmat Pourjam	
Jacob Savage	
Sadinie Senaratne	
Thomas Smialowski	

#### **General organisation**

Polina Vasileva

In Years 7 and 8 pupils are taught Mathematics in form groups. They follow a standardised scheme of work beginning at around Level 5 of the National Curriculum, using resources designed for the most able students and based on Mastery ideals. By the end of Year 8, staff are able to accurately assess pupils' relative ability and hence Year 9 is usually divided into two parallel higher classes, a middle class and two parallel lower classes – a structure which continues during Year 10 and 11. At the end of Year 9, most students have reached Level 8.

During KS4 all five sets are prepared for the Edexcel GCSE papers. The department is justly proud of its consistently excellent results at this level (98% grades 9-7 in 2019, 96% grades 9-7 in 2018, 99% grades 9-7 in 2017, 99% A\*/A in 2016; with the overwhelming majority of students securing the top grade). In 2018 and 2019 the top two sets sat the Free Standing Unit in Additional Mathematics in June.

The Mathematics Department has experienced significant expansion in recent years due to the popularity of the subject: Mathematics and Further Mathematics are some of the most popular subjects at A level. At present, there are 11 classes in Year 12 and in Year 13. The department follows the OCR MEI specification at KS5. The AS Level sets are each taught by two staff members, with both sharing the pure content and each focusing on statistics or mechanics. At A Level, over a third of the cohort achieve Grade A\*, with around 95% achieving a Grade A\*-B. Very large numbers of students undertake the Further Mathematics course with the key metrics being similar to those achieved in the standard A-Level. Candidates are prepared for STEP and MAT papers in twice weekly twilight sessions, and each year a significant number of students leave St. Olave's to study Mathematics solely or as an integral part of their degree at university.

The Faculty is very well resourced and boasts a dedicated IT suite, iPads and Apple TVs in every room, class sets of graphical calculators and a generous amount of specialist computer software. Staff are encouraged to use IT where appropriate and training is provided in the use of such materials. Twice-weekly Maths Clinics provide additional support for students.

#### Wider activity

The Mathematics Faculty is widely known for its weekly STEP and MAT classes. Here students, including those from other schools, are challenged to the boundaries of their understanding as they prepare for the Cambridge Entrance examinations or for entrance to Oxford or other top Russell Group universities. We also run advanced mathematics sessions as part of the year 12 enrichment programme for those keen to explore mathematics beyond the scope of A Level.

#### Looking Outwards

Involvement with local Primary schools has helped Mathematics to flourish through an annual Year 5 Mathematics Day. Several members of the team work with able students at local primary schools on a fortnightly basis.

The Mathematics Department at St. Olave's is a fervent supporter of the Advanced Mathematics Support Programme (AMSP) CPD programmes, with the majority of the team having attended Teaching Advanced Mathematics (TAM), several having attended Teaching Further Mathematics 1 and/or 2, Teaching Discrete Mathematics or Teaching Mechanics. Colleagues enjoy attending the AMSP National Conferences each year.

We work closely with the AMSP, working to develop excellence in teaching Mathematics through the Bromley Schools Network, as well as hosting competitions such as *Maths Feast*. We regularly host teachers from local schools looking for ideas to innovate their teaching practice.

	GCSE: A*/A	BASS	AS: A/B		A2: A*/B	BASS	FM: A*/B	BASS	
2008	100	86	80		96	87	92	89	
2009	98	88	89		92	87	95	90	
2010	99	89	89		99	86	100	91	
2011	100	90	86		98	87	87	90	
2012	97	90	90		97	86	96	92	
2013	98	86	90	75	95	86	86	91	
2014	98	87	92	72	97	83	92	90	
2015	100	99	92	73	89	86	92	89	
2016	99	92	83	73	94	86	93	89	
2017	99	86	-	-	94	81	95	91	
2018	96	85	-	-	92	83	92	89	
2019	98	86	-	-	94	80	78	87	

Appendix 1: Academic results and comparison with other BASS (Boys' Academically Selective Schools)

#### A. Achievement and Standards

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#### **B.** Personal Development and Well-Being

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- The resilience and stamina to cope with the demands of the job and work to deadlines.
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- A well-developed sense of proportion and humour, with a positive and enthusiastic outlook.

- Personal and professional integrity.
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# St. Olave's Grammar School

**Teaching Application Form** 

Post applied for: \_\_\_\_\_ Closing date: \_\_\_\_\_

# 1. Personal details (BLOCK CAPITALS)

Surname: \_\_\_\_\_\_Title: (e.g. Mr, Mrs, Miss, Ms): \_\_\_\_\_\_

First Name(s): \_\_\_\_\_

# 2. Education and Qualifications

Please give details of your education and qualification

Title			University, College or School	Subject	Qualifications/ Certificates/	
	From	То			Grade/Class	
GCSEs						
A - Levels						
Degree						

# 3. Previous teaching/employment experience/career history, starting with current post

Please give a summary of all employment, including any relevant unpaid work and periods of unemployment since leaving secondary education. Please explain any breaks in employment dates.

Name of Employer	Type of School/Nature of	From	То	Post held	Main	TLR
	Business				Salary/Scale	responsibility
					on leaving	& amount

Please continue on next page  $\rightarrow$ 

# 4. Training/courses you have attended

Dates		Title of Course	Details
From	То		

# 5. Additional qualifications or expertise you may be able to offer the school

E.g. Music grades, foreign languages spoken, sporting involvement/qualifications, Duke of Edinburgh, expedition leader qualifications, public speaking/debating etc.

# 6. Supporting statement

Please use this section to type in your letter of support telling us why you are applying for this post and how your experience, skills, training and/or qualifications equip you for it i.e. how you meet the person specification and job description.

# 7. Referees

Please provide details of two people who know you in a professional capacity from whom confidential references can be obtained, one of whom must be your current employer. For teaching staff it is our usual policy to take up references **BEFORE** interviews where possible. Employment is conditional on these references being deemed satisfactory.

Name:	Name:
Position:	Position:
Address:	Address:
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Postcode:Tel no:	Tel no:
Fax no:	Fax no:
Email:	Email:
Relationship:	Relationship:
8. Additional Information	
	Post code:
Telephone no (Home):E	mail (Home):
Telephone no (Work): E	mail (Work):
Telephone no (Mobile):	
National Insurance no:	Date of Birth:
Do you require a work permit to work in the UK? Ye	es 🗌 No 🗌
If yes, when does your permit expire? (month, year	;):
Threshold Passed: Yes 🗌 No 🗌 🛛 Date:	QTS Status: Yes 🗌 No 🗌
	entives allowances:
When did you complete your NQT year?	
If you have not completed your NQT year, please of	confirm when you expect this to happen
Are you registered with the GTC for England: Yes	□ No □
St. Olave's actively promotes disability equality. If y	ou are selected for interview will you require any assistance?
Yes 🗌 No 🗌	
If yes, please give details:	

# 9. Protection of Children

Disclosure of any criminal background is required. Because of the nature of the work, teaching in the UK is exempt from the provisions of Section 4(2) of the rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) order 1986, and therefore applicants are not entitled to withhold information about convictions which for other purposes are spent under the provisions of the Act. Offers of employment will also be dependent on completion of a satisfactory police check. Disclosure of a criminal background will not necessarily bar you from any appointment.

Have you ever been convicted of a criminal offence? Yes 🗌 No 📃				
If yes, please give details:				
Date:	Offence:			
Sentence:				
Please give details of your police	check with the Criminal Records Bureau:			
DBS number:	DBS date:			

#### **10. Data Protection**

Under the terms of the Data Protection Act 1998, the information you provide on this form will only be used by Saint Olave's for the purpose of assessing your suitability for employment, for monitoring policies and procedures, and for personal management purposes.

For any position that you apply for, if unsuccessful, this information may be retained on file for 6 months. The information may be used in internal proceedings to consider a complaint about the selection process and/or to defend against a legal challenge to the fairness of the selection process from any interested party. The information you provide to us on this form may also be used in the prevention and detection of crime and fraud.

# **11. Pension Scheme**

Do you contribute to the Teachers' Pension Scheme: Yes 🗌 No 🗌

Or other Superannuation (give name):

# 12. Applicant's Declaration

If you are invited to interview you may be required to answer formal questions as to whether or not you have unspent criminal convictions or summonses pending against you. Spent convictions must be disclosed for certain posts, e.g. Social Workers and Teachers as these are exempt from the provisions of the Rehabilitation of Offenders Act 1974. Some posts are subject to political restrictions. If any of the above applies to the post you are applying for, further details will be made available to you.

I declare that the information I have provided is true and accurate and in particular that I have not omitted any material facts which may have a bearing on my application. I understand that any contract of employment with St. Olave's is offered on the basis of the information I have provided. I understand that a false declaration, which results in my appointment to St. Olave's, may render me liable to dismissal. I give explicit consent that the information which I give on this form may be processed in accordance with the St. Olave's registration under the Data Protection Act 1998.

I am in possession of the certificates which I claim to hold, and understand that wilful falsification may result in dismissal if I am appointed.

I understand that any offer of employment will be subject to satisfactory medical, Criminal Records Bureau and police checks.

Do you have any family or close connection with any existing employees of St. Olave's School including governors?

Yes 🗌 No 🗍

Signed:

# EQUAL OPPORTUNITIES MONITORING FORM

The School has a policy on Equal Opportunities, which requires fair and equal treatment to be given to all job applicants. To help check how this policy is working the School seeks to record additional details of all people who apply for jobs.

For this reason the School would be grateful if you would give the information that is requested. This request has the full support of the teaching associations. This information is treated as strictly confidential and will not affect in any way the fair consideration of your application for employment. Your participation is entirely voluntary. Thank you for your assistance.

# Please complete the following:

Job Applied for:		 
Surname:	First name(s):	 
Gender: Male 🗌 Female 🗌	Age: vears	

# **ETHNIC GROUP**

Please tick ( $\sqrt{}$ ) the relevant box

White British	Asian/Asian British-Bangladeshi	
White Irish	Asian/Asian British-Other	
White Other	Black/Black British/Caribbean	
Mixed-White & Black Caribbean	Black/Black British/African	
Mixed-White & Black African	Black/Black British/Other	
Mixed-White & Asian	Chinese	
Mixed-Other	Other	
Asian/Asian British-Indian	Refused	
Asian/Asian British-Pakistani		

# DISABILITY EQUALITY

According to the Disability Discrimination Act 1995, a disability is defined as 'a physical or mental impairment which has a substantial and long term adverse effect on a person's ability to carry out normal day-to-day activities'. To help us comply with the Equality Act 2010 please tick one of the following:

- I do not consider myself to have a disability
- I do consider myself to have a disability
- I am registered disabled
- I decline to self-classify as to whether I consider I have a disability

# **RECRUITMENT MONITORING**

Where did you see this post advertised?

TES Newspaper

TES online 🗌

Recommended by a current member of staff 
Name \_\_\_\_\_

Other 🗌 (please give details) \_\_\_\_\_

Signed: \_\_\_\_\_