

Application for Appointment

# Post Information

Position applied for

Application Date

# Personal Details

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title: | | Miss | First Name(s) | | |  | | | Last Name: | | |  |
| Previous Surname(s) –  (if applicable) | | | | | |  | | | | | | |
| Address: |  | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| Post Code: |  | | | | Home country Tel No: | |  | | Mobile No: | |  | |
| Country of Nationality | | | |  | | | | Date of Birth | | / /  (day/month/year) | | |
| Email address | | | |  | | | | | | | | |
| Skype address | | | |  | | | | | | | | |
| Marital Status | | | |  | | | | | | | | |
| Is partner a potential employee? | | | |  | | | | | | | | |
| Subject taught by partner | | | |  | | | | | | | | |
| Number of Dependent Children | | | |  | | | | | | | | |
| Age of Dependants | | | |  | | | | | | | | |

1. Current or most recent Post Details

Please list your employment details here. If you are not currently employed go to “Past Employment Record”

|  |  |  |  |
| --- | --- | --- | --- |
| Present Post: |  | Present Salary | per month |
| Present Setting: |  | | |
| Type of Setting:  (State/Independent  /International) |  | | |
| Date appointed | / / | Full time /part time/ voluntary |  |
| No on Roll and age range: |  | Boys/Girls/Mixed |  |
| Subject(s), class or Key Stage: |  | Class size |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Name of school/employer |  | Country |  |
| Address (including code) |  | | |
| Phone Number  (including area code) |  | Contracted hours (if part time) |  |
| Current salary |  | Notice required |  |
| Briefly outline your main duties and responsibilities |  | | |

# Accompanying Statement

Please state why the skills, expertise and experience make you a suitable candidate for this post.

Please share with us the most fun and creative activities with children that you are most proud of?

Give us some examples of your experience that demonstrates the phrase “Going Above and Beyond”

Please give details of your education and any qualifications obtained with most recent first. This should include any qualifications which you are currently studying for. You will be required to produce original documents, or original letter of confirmation from the awarding authority for all your qualifications and accreditations at your interview. Photocopies of the qualifications or certificates must be sent to school prior to the interview date.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Do you Bachelor’s degree in Education |  |  | Yes |  |  | No |
|  | | |  | | |
| Date awarded | / / ( day/month/year) | | | | | |
| What is the major or area of specialized of your Degree |  | | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Do you Have Qualified Teacher Status  (QTS)/(EYTS) or equivalent |  |  | Yes |  |  | No |
|  | | |  | | |
| Date awarded | / / ( day/month/year) | | | | | |

# Others Academic & Professional Qualifications

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| School/University  /College | Qualification  (Class & Division if  appropriate) | Subject(s) | Dates attended From -to | Grade achieved | Date awarded |
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1. Please provide us the detail that you are most interest or specialized in

Tick the area or subjects that you are most interested or experienced in

Literacy Art Drama Sports Swimming

yT

IT and Science Coding Robotics Maths Baby Massage/ Mindfulness

Outdoor/ Forest School Others please specify …………………………..

If there are any other training coursed related the above are that you attend, please share with us

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name of course | Provider | Dates    From | | To | No. of Sessions | Duration  of | Details |
|  |  |  |  |  |  | Sessions |  |
|  |  |  |  | |  |  |  |
|  |  |  |  | |  |  |  |

# Employment Teaching History

In chronological order please, starting with the earliest.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Post Held or | Full Time or | Name of | No on Roll | Ages & | Dates | |
| Pay | Part | School/ Center | Boys/Girls/Mixed | Subjects | To | From |
| Spine | Time |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
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# Other Past Full Time Employment

Full Time employment from the age of 18 years. You must enter all positions you have held.

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| --- | --- | --- | --- | --- | --- |
| Employers Name | Address | Nature of Employment | From | Dates  To | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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# Other Part Time Employment or Experience

Examples include Further Education, Voluntary Work, Parenting, Youth Service, Vocational, etc

|  |  |  |  |
| --- | --- | --- | --- |
| Post/Status | Responsible Body | Date | |
| From | To |
|  |  |  |  |

# Training Courses

Courses attended other than initial training in the last 3 years.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name of course | Provider | Dates    From | | To | No. of Sessions | Duration  of | Details |
|  |  |  |  |  |  | Sessions |  |
|  |  |  |  | |  |  |  |
|  |  |  |  | |  |  |  |

12. Please choose one of these statements that best describes your personality

12.1 Are you outwardly or inwardly focused? If you:

- Could be described as talkative, outgoing  
- Like to be in a fast-paced environment

E

E

E

- Tend to work out ideas with others, think out loud

- Enjoy being the center of attention

- Could be described as reserved, private  
- Prefer a slower pace with time for concentration

I

- Tend to think things through inside your head

- Would rather observe than be the center of attention

**Your choice:**

12.2 How do you prefer to take in information? If you:

- Focus on the reality of how things are

S

E

- Pay attention to concrete facts and details

- Prefer ideas that have practical applications

- Like to describe things in a specific, literal way

- Imagine the possibilities of how things could be

N

- Notice the big picture, see how everything connects

- Enjoy ideas and concepts for their own sake

- Like to describe things in a figurative, poetic way

**Your choice:**

12.3 How do you prefer to make decisions? If you:

- Make decisions in an impersonal way, using logical reasoning

T

E

- Value justice, fairness

- Enjoy finding the flaws in an argument

- Could be described as reasonable, level-headed

- Base your decisions on personal values and how your actions affect others

F

- Value harmony, forgiveness

- Like to please others and point out the best in people

- Could be described as warm, empathetic

**Your choice:**

# 

12.4 How do you prefer to live your outer life? If you

- Prefer to have matters settled

J

E

- Think rules and deadlines should be respected

- Prefer to have detailed step-by-step instructions

- Make plans, want to know what you’re getting into

- Prefer to leave your opinion open

P

- See rules and deadlines as flexible

- Like to improvise and make things up as you go

- Are spontaneous, enjoy surprises and new situations

**Your choice:**

# 13. Referees

|  |  |  |
| --- | --- | --- |
| Referee No1 (Current Employer) | | Referee No 2 |
| Name |  |  |
| Position |  |  |
| Address (including post code) |  |  |
| Type of referee |  |  |
| Mobile number |  |  |
| Tel number (please include area code) |  |  |
| E-Mail |  |  |
| If a school  please confirm Head Teacher |  |  |

1. Advertisement

Where did you see this post

# Interview

If you do not hear from us within two weeks of the closing date, please assume that your application has not been successful.

# Medical Fitness

With reference to your application for a teaching post with Kensington Learning Space . In order to assist us in establishing that you are medically suitable and satisfy the health standards required, I should be grateful if you would kindly answer the questions set out below. The information provided will be treated with the strictest confidence and used only to determine whether it will be necessary to refer you for a medical examination prior to confirming your appointment with us.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Name in Full (Mr/Mrs/Miss) | | |  | | | | |
| Offers of employment are subject to satisfactory pre-employment health screening. | | | | | | | |
| 1. | How many days have you been unable to work through sickness over the last 12 months and on how many occasions? | | | Comments: | | | |
| 2. | Has there been any cause for  concern regarding your health during the period of employment with your present or most recent Authority? | | | Comments: | | | |
| 3. | Has a medical examination been  required at any time in  connection with this employment? | | | Comments: | | | |
| 4. | If the answer was “YES” to question No 2 above, was the medical requested on: | | | | | | |
| a) Appointment | | | | |  | |
| b) Following a Special Referral during your appointment | | | | |  | |
| 5. | What was the result of such an examination? | | |  | | | |
| I declare to the best of my knowledge and belief, all statements contained in the above answers are correct and I understand and acknowledge that should I conceal any material fact I will be  liable to the termination of my contract of service, with such notice as may be appropriate. | | | | | | | |
| I consent to undergo a medical examination or examinations if required to do so. | | | | | | | |
| Signed | |  | | | Date | |  |

# Criminal convictions

You must declare all convictions (including convictions with absolute discharge), cautions or bind-overs you may have. Any information given, either when returning this application from or at interview will be entirely confidential and will be considered only in relation to this application.

# I confirm that I have no criminal convictions, cautions, warning, reprimands or binds- overs, or disqualified from working with children.

If you do have any criminal convictions, cautions, warning, reprimands or binds- overs, or disqualified from working with children, please explain

# Declaration

I hereby certify that all information given on this form is correct and that all questions related to me have been accurately and fully answered, and that I am in possession of the certificates I claim to hold. I understand that should the information given in the application be incorrect it may result in my application being rejected, or if selected for the position, the school shall be entitled to terminate any contract of employment.

# Signed: Print Name: Date: \_\_\_/ /\_\_\_