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| **Carshalton Boys Sports College**  Winchcombe Road, Carshalton, Surrey SM5 1RW  Tel:020 8714 3100 Fax:020 8714 3190  Email: [jlong@carshaltonboys.org](mailto:jlong@carshaltonboys.org)  All applications should be marked for the attention of Jo Long, HR Manager …making a difference |

**Teacher Application Form**

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| **Application for the position of:** | | | | | | | | | | |
| **Personal Details** | | | | | | | | | | |
| Surname | | | | Forenames | | | | | | |
| Previous Names | | | | | | | Mr/Mrs/Miss/Ms/Dr | | | |
| Present Address | | | | Home Tel No | | | | | | |
| Day Tel No | | | | | | |
| Mobile Tel No | | | | | | |
| Email Address | | | | | | |
| DfES Teacher No | | | | | | |
| National insurance No | | | | | | |
| Do you need a work permit to work in the UK?  Do you require further leave to remain in the UK? | | | | | | |
| **Education, Qualifications and Training** (Original copies of qualifications will be required on appointment) | | | | | | | | | | |
| Secondary School/ College / Higher  Education | | Dates  From To | | Examinations taken or to be taken.  Subjects | | | | | Grades  Attained | Year  Taken/to be  taken |
|  | |  |  |  | | | | |  |  |
| **Details of any other specialised training, knowledge or experience** | | | | | | | | | | |
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| **Present or last appointment as a teacher** | | | | | | | | | | |
| Name of School | | | | Position Held | | | | | | |
| Type of School (Academy, Comprehensive etc.) | | | | Date Appointed (DD/MM/YYY) | | | | | | |
| Age Range & Gender Taught | | | | Present Salary (per annum) £ | | | | | | |
| Full Time/Part Time % | | | | Spine Point | | | | | | |
| Number on Roll | | | | Additional Allowances (if applicable) | | | | | | |
| Key Stage(s) taught | | | | | | | | | | |
| Reason(s) for Leaving | | | | | | | | | | |
| **Previous Appointments** (Please place in chronological order, the most recent first, and not leaving any gaps). | | | | | | | | | | |
| Name of School/Employer | Position Held | | | | From | To | | Reason(s) for Leaving | | |
|  |  | | | |  |  | |  | | |
| **Other Interests & Activities** | | | | | | | | | | |
| Details of all other employment and unpaid experience, in chronological order (e.g. commercial experience, raising family, youth work and voluntary work) | | | | | | | | | | |

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| **Statement of Suitability**  Applicants for the post should write a statement of suitability. Please explain how your ability, skills and knowledge match those required for the appointment, where set out, in the Person Specification. Give examples where you can in support of your application | |
| **References**  Please give the name and address of **two** referees who can be consulted regarding your professional ability for this post. One of the referees must be your present or last Headteacher. If not, we reserve the right to request one. If you have recently completed full-time education, one should be from your college or university. **References will be taken up if you are shortlisted or before an offer of employment is made.** | |
| Name | Name |
| Address (including postcode) | Address (including postcode) |
| Job Title | Job Title |
| Tel No | Tel No |
| Email | Email |
| Professional relationship to you: | Professional Relationship to you: |
| **Protection of Children** | |
| This post is exempt from the provisions from Section 4(2) of the Rehabilitation of Offenders Act 1974 (Exemptions) (Amendment) Order 1986 of the Rehabilitation of Offenders Act 1974. If you fail to disclose any criminal convictions or cautions, including those “spent” it could result in withdrawal of an offer of employment, dismissal or disciplinary action. Any offer of employment will be subject to a disclosure and barring check from the Disclosure and Barring Service (DBS). Appointment will be subject to the information received from the DBS. | |
| Have you ever been disqualified from working with vulnerable people, including children? | Have you ever been convicted of any criminal offence, whether ‘spent’ or “unspent or do you have any charges pending? |
| Have you ever been cautioned, reprimanded or received a warning which, although not considered to be criminal convictions and become spent must be considered in relation to this exempt post? | |
| If you answer yes to any of the above please provide details in a sealed envelope marked Confidential | |
| **Superannuation Scheme** | |
| Do you contribute to the Teachers’ Superannuation Scheme? | If you contribute to another scheme, please provide details |
| **Disclosure of Interests** | |
| Are you related by marriage, blood or as a co-habitee to any member of the school staff or any member of the School Governing Body? | |
| If yes, state the name, relationship and position held | |
| Have you ever been the subject of a formal disciplinary procedure? If yes, please provide details | |
| Have you ever been dismissed from any previous employment? If yes, please provide details | |
| **Declaration** | |
| I hereby give consent for Carshalton Boys Sports College to process and retain on file information (including equal opportunities data & health data) contained on this form. This is required for recruitment and selection purposes and all information will be dealt with in accordance with data protection legislation.  I declare that the information I have given in support of my application is, to the best of my knowledge and belief, true and complete. I understand that if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information or canvassed my application it may lead to disqualification or, if I have been appointed, I may be dismissed.  Signature: Date: | |
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| **Monitoring Equal Opportunities Policy** |
| Carshalton Boys Sports College values diversity, and has an Equalities Policy to ensure that all applicants are treated fairly, and that they are appointed solely on their suitability for the post irrespective of race, gender, disability, sexual orientation or age.  We are keen to gather and use information about job applicants and the workforce to continually improve our policies and remove barriers to and within employment. This section will be removed before shortlisting and treated in the strictest confidence. |

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| **Personal Details** | |
| Full Name | Date of Birth |

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| **Ethnic Group** I would describe myself as (please tick/mark one of the boxes) | | | |
| **White** | | **Mixed** | |
| British |  | White & Black Caribbean |  |
| Irish |  | White & Black African |  |
| Any other white background |  | White & Asian |  |
| **Asian or Asian British** | | Any other mixed background |  |
| Indian |  | **Black or Black British** | |
| Pakistani |  | Caribbean |  |
| Bangladeshi |  | African |  |
| Any other Asian background |  | Any other black background |  |
| **Chinese or other ethnic group** | | **Gender** | |
| Chinese |  | Male |  |
| Other |  | Female |  |

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| **Disability** | |
| Are you disabled? | Yes/No (please delete as applicable) |
| If yes what access arrangements, adjustments or adaptations would help you to do this job? | |
| If we ask you to come for interview, are there any access arrangements, adjustments or adaptions you would like us to provide? | |