

VACANCY DETAILS

Job title: _____ Post ref. _____
School/Service Unit: _____ Teacher Ref. no. _____
How did you hear about this vacancy? _____

PERSONAL DETAILS

Surname: _____ Forenames: _____
Previous surname: _____ Preferred forename: _____
Address: _____ Title – Mr/Mrs/Miss/Ms/Dr: _____

Work phone no. _____
Home phone no. _____
Mobile phone no. _____
Postcode: _____ email: _____

NATIONAL INSURANCE NUMBER

ELIGIBILITY TO WORK IN THE UK

Do you have permission to work in the UK? Yes No

If no, please give details: _____



POSITIVE ABOUT DISABLED PEOPLE

The ✓✓ symbol means that all disabled applicants who satisfy the minimum criteria will be offered an interview.

If you consider that the provisions of the Equality Act 2010 apply to you, please tick the box.

CURRENT/MOST RECENT EMPLOYMENT

You do not need to repeat these details in the Previous Employment History section.

Employer/LA name and address:
(if a school, state age range and whether Community, VC, VA, Foundation, Academy, Trust or Independent)

Job title: _____ Date appointed: _____
Current salary: _____ Common/upper pay spine point: _____
Age range taught and subject: _____ Full time/part time/supply: _____

Main duties: _____

Reason for leaving: _____

May we contact you at work if necessary? Yes No Contact no. _____



PREVIOUS EMPLOYMENT HISTORY (most recent first)

We reserve the right to obtain references or to contact previous employers in addition to your named referees.

PREVIOUS TEACHING EMPLOYMENT						
Post held and responsibilities	F/T or P/T	School/ establishment	Name of LA or employer	Age range taught	Dates from and to	Reason for leaving

Please continue on separate sheet if required.

OTHER EMPLOYMENT				
Employer's name and address	Job title	Brief description of duties	Dates	
			From	To

Please continue on separate sheet if required.

REFERENCES

Referees named on this form must be your current (most recent) and previous employer. If you have not previously been employed, or are returning to work after a substantial career break and are unable to provide previous employment references, please provide alternatives, e.g. the name of your course Tutor(s)/Head Teacher or a suitable professional. We may contact referees prior to interview. If you do not wish us to contact the referee before interview please enter 'X' in the box.

CURRENT (MOST RECENT) EMPLOYER

Name (title, forename, surname): _____

Capacity known to you: _____

Organisation: _____

email: _____

Telephone no. _____

Address: _____

PREVIOUS EMPLOYER

Name (title, forename, surname): _____

Capacity known to you: _____

Organisation: _____

email: _____

Telephone no. _____

Address: _____

FURTHER/HIGHER EDUCATION – QUALIFICATIONS/PROFESSIONAL MEMBERSHIPS/OTHER TRAINING (including HLTA status if applicable)

Dates	Name of college/university/ awarding body/grade of membership	Qualification obtained (e.g. Degree/Pass or Hons/ Class or Division)	Subjects/special areas of study/age range

Please continue on a separate sheet if required.

REGISTRATION

Do you hold Qualified Teacher Status? Yes No

If 'yes', please give date of the award by DfE. _____

Route by which Qualified Teacher Status agreed: _____

QTS certificate number (if available – please enclose a copy). _____

Have you successfully completed a period of induction
as a qualified teacher in this country where the DfE required this? Yes No

If 'yes', Please give date of completion. _____

Are you registered with the GTC? Yes No

Date passed threshold: _____

Are you related to a Councillor, School Governor or employee of the Council? Yes No

If 'yes' please provide Name: _____ Relationship: _____

All forms of canvassing will automatically disqualify candidates from appointment, e.g. you must not ask a Councillor, School Governor or employee of the Council to use their influence to help you get a job.

If selected for interview, you must, at that stage, make known any personal or business relationship, which may conflict with the role applied for.

If you are selected for interview the Council would prefer to contact you by email. Please select: email letter



DATA PROTECTION LEGISLATION

The information you have provided will be held in compliance with the Data Protection Act 1998.

If you have previous Local Government service or other service which counts as continuous, the Council will seek confirmation from your last Authority of your date of employment for continuous service purposes, in the event of you being offered a post. The Council will also seek details of the number of days sickness absence (not reasons) in the last 12 months, for the purposes of administering the Teachers' Sick Pay scheme. You are deemed to have given your consent by signing this application form.

DECLARATION

I declare that the information I have provided on this application form is full, accurate and complete and I understand that if I provide false information, or fail to provide full, complete and accurate information, this may lead to the decision that my application cannot be considered any further, the withdrawal of the offer of appointment, or to my dismissal, if I have been appointed. Any offer of employment is subject to receipt of satisfactory completion of recruitment checks applicable to the post.

Signature: _____

Date: _____

Please return your completed application to:

CONFIDENTIAL

EQUAL OPPORTUNITIES MONITORING INFORMATION

The Council will seek to ensure that all existing and potential employees are given equal opportunities. We are committed to the elimination of unlawful or unfair discrimination and will seek to ensure that no applicant for employment is disadvantaged by conditions or requirements which cannot be justified.

In order to help the Council monitor the effectiveness of its Equal Opportunities Policy you are asked to provide the information requested below. This information is confidential and does not form part of your application. **This slip will be detached from your application form upon receipt and the information will not be taken into account when making the appointment.**

If you are successful at interview and take up employment with the Council, the equal opportunities information you have provided will form part of your employment record and will be held and maintained in accordance with the Data Protection Act 1998.

Name: _____

Post ref. _____

School/Service Unit: _____

Date of birth: _____

GENDER

Male

Female

DISABILITY

Do you consider yourself to have a disability under the Equality Act 2010? A disability is defined as a 'physical or mental impairment which has substantial and long term adverse effects on the ability to carry out normal day to day activities'.

Yes

No

Prefer not to say

For more details, please contact the Equality and Human Rights Commission Helpline on 0845 604 6610.

NATIONALITY: _____

ETHNIC ORIGIN

White

British

Irish

Any other White background

Mixed

White and Black Caribbean

White and Black African

White and Asian

Any other Mixed background

Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian background

Black or Black British

Caribbean

African

Any other Black background

Other ethnic group

Chinese

Any other ethnic group

Prefer not to say

SEXUAL ORIENTATION

Heterosexual

Bisexual

Gay/Lesbian

Prefer not to say

RELIGION AND BELIEF

Agnostic Athiest

Baha'i Faith Buddhism

Christianity Hinduism

Islam Jainism

Judaism Sikhism

Zoroastriansim Other

None Prefer not to say

Thank you for your assistance.