



STRICTLY CONFIDENTIAL
JOB APPLICATION FORM - TEACHER

Please note that CVs cannot be accepted. Please complete ALL sections of this form as appropriate.

Once completed this form should be returned to Fibbersley Park Academy, Noose Lane, Willenhall, WV13 3BB.

Post applied for:	Closing Date:
Academy:	

Section 1: Personal details

Title:	Last Name:
First Name(s):	Former Names:
Home Address:	Term Address (if different)
Post Code:	Post Code
Day/Work Tel:	Mobile Tel:
Email:	Home Tel:
Date of Birth:	NI No.:
Emergency Contact:	Emergency Contact number:
GTC Registration date:	DfE Number:

Section 2: Equal opportunities

Victoria Park Primary Academy is committed to ensuring equality of Opportunity. Your application will be considered on your ability ONLY. The information requested below will be treated confidentially and will ONLY be used to monitor the Academy practices. If you fail to complete this page fully, your application will not be accepted.

Gender (Please tick)

Male

Female

Ethnicity

Please tick appropriate box:

White

- British
- Irish
- European
- Any other White background

Black or Black British

- Caribbean
- African
- Any other Black background

Asian or Asian British

- Indian
- Sikh
- Pakistani
- Bangladeshi
- Any other Asian background

Chinese, Yemini or other ethnic group

- Chinese
- Yemini
- Other

Mixed

- White & Black Caribbean
- White & Black African
- White & Asian
- Any other mixed background

If, to your knowledge you are related to any Victoria Park Primary Academy employee, Board Member or Governor of the Academy to which you are applying, please give details.

Do you have or had in the past, any disability that makes it difficult for you to carry out normal day to day activities? Please tick.

Yes

No

If YES, please provide details of your disability:

Do you have the legal right to live and work in the UK? Please tick.

Yes

No

How did you learn about the vacancy? Please state:

Section 3: Teaching Qualification

I.T.T Provider (University, School, etc)	
Course undertaken to obtain QTS	
Age group specialism (tick as appropriate)	
	Nursery <input type="checkbox"/>
	Reception <input type="checkbox"/>
	Key stage 1 <input type="checkbox"/>
	Key stage 2 <input type="checkbox"/>
	Key stage 3 <input type="checkbox"/>
	Key stage 4 <input type="checkbox"/>
	Special <input type="checkbox"/>
Subject Specialism	
Year Group(s) Preferred	

Section 4: Education Details

Secondary/Further		
Dates From - to	School/College/University (name & address)	Subjects Level (i.e. A-Level, Degree, etc) and Grade
Academic/Professional		
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Please list any training you have received including membership of professional bodies:

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Section 5: Experience

Please complete the following, starting with your current employment and include all employment. Any employment with temporary work agencies must show the agency as the employer as well as the business where the work was carried out. Please also include any breaks in employment history together with the reason for the break. Please complete the following accurately and include experience since the age of 16, or since leaving full time education.

Present Employment

Current job/post Title:	
Name and address of Employer:	
Postcode	
Telephone Number:	
Current Salary £:	Grade/Scale:
How long have you worked/ did you work there?	From: To:
	Please state number of years:
Do you still work there <input type="checkbox"/> Yes <input type="checkbox"/> No	Part Time/Job Share? <input type="checkbox"/> Yes <input type="checkbox"/> No
If you still work there Notice Required:	
If not, reason for leaving:	
Briefly describe your duties:	

Previous Employment

Date		Employers Name & Address	School Type	Position Held	Salary	F/T P/T	Prop. of Hours	Responsibilities	Reason for leaving/break in employment
From Mth/Yr	To Mth/Yr								

Section 6: Supporting Information

Please use this page to outline any other information that may help your application. Continue on separate page your letter of application should be no more than four sides of A4.

Section 7: Convictions

Please complete the following, Rehabilitation of Offenders Act 1974 (exceptions) Order 1975

The position for which you are applying involves contact with children and is exempt from the Rehabilitation of Offenders Act 1974 and all subsequent amendments. For these positions you are not entitled to withhold information regarding previous criminal convictions, including cautions, for any offences (not just those involving children) which for other purposes are 'spent' under the provisions of the Act.

Failure to disclose any previous convictions (including cautions) could result in dismissal should it be subsequently discovered. Any information given will be entirely confidential and will be considered only in relation to this application.

Date	Type of offence	Sentence/Fine imposed	Comments

Please note that from October 2010 all new applicants are required to be ISA registered before employment can commence.

Section 8: Health

How many periods of absence have you had during the last 12 months? How many working days has this amounted to?

Section 9: References

Please provide the names, addresses and occupations of two referees (one of whom must be your present or most recent employer) who are willing to support your application.

Name:	Name:
Address:	Address:
Post Code:	Post Code:
Telephone number:	Telephone number:
E-mail address:	E-mail address:
Occupation	Occupation

Section 10: Data Protection

The information collected in the form will be used in compliance with the Data Protection Act 1998. The Information is being collected for the purpose of administering the employment and training of employees of Victoria Park Primary Academy. The information may be disclosed, as appropriate, within the Academy, to Academy Governors, to Occupational Health, Local Government Pension Fund, to the Department for Children Schools and Families, pension providers and relevant statutory bodies. You may also note that because we have a duty to protect public funds we handle, we might need to use information you have provided on this form to prevent and detect fraud. We may also share this information for the same purposes with other organisations, which handle public funds.

Section 11: Certification

I certify that to the best of my belief, the information I have provided is true, and I understand that any false information or failure to disclose any criminal convictions will, in the event of employment, result in disciplinary investigation, and is likely to result in dismissal.

I give my permission for my service and salary details to be accessed by other local education authorities/Academies (please tick as applicable).

Yes

No

Signed: Date:

N.B. Canvassing for this appointment will disqualify.

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