



APPLICATION FOR EMPLOYMENT: TEACHING STAFF		INTERNAL USE ONLY
<b>POST:</b>		Reference No <input type="text"/>
		Date Received <input type="text"/>
<b>How did you hear about this vacancy?</b>		

Please ensure that you complete all sections of the application form and return to the Principal. Please use black ink or typescript using block letters. Separate sheets of information may be attached where necessary. CV only accepted with a completed application form.

PERSONAL DETAILS	
Title:	Surname:
Previous Surnames:	All Forenames:
	Home Telephone Number:
	Mobile Number:
	Business Number:
	Email address:
	National Insurance Number:
GTC Member? Yes <input type="checkbox"/> No <input type="checkbox"/>	DfE reference number:
Can you confirm that you are eligible to work in the UK?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If YES, is this eligibility temporary?	Yes <input type="checkbox"/> No <input type="checkbox"/>

PRESENT EMPLOYMENT	
Present Post:	
Date appointed:	Full-time/part-time:
Current salary: £ _____ p.a.	Spinal point:
Name & address of school:	Name & Address of Local Authority (if applicable)
Telephone No:	Telephone No:
Type of School:	NOR:
Single Sex/Mixed:	Age range taught:



Principal: Julie McBrearty

**TEACHING QUALIFICATIONS**

Date qualification awarded: (month and year)

Date of completion of probation:

**EDUCATION & TRAINING****Secondary/Further Education**

Name of School/College	From	To	Qualifications gained with date

**Higher Education***(Any recognised qualifications or courses attended which are relevant to the job application)*

Name and address of College or University or Awarding Body	From	To	Full or Part-time	Qualifications gained with date

**MEMBERSHIP OF PROFESSIONAL BODIES**

Name of Professional Body	Membership Grade	Was membership gained through examination?	Where	Date

**IN-SERVICE TRAINING ATTENDED IN THE LAST THREE YEARS**

Course	Qualification Gained	Dates:

**PREVIOUS TEACHING POSTS HELD***(Please list in chronological order)*

					Dates (m&y)	
					From	To

**NON-TEACHING EMPLOYMENT***(Please give details of other employment or occupations and present post, if applicable)*

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## CRIMINAL OFFENCES

Please give details of any criminal offence(s) or pending criminal charge(s)

You will be required to make an application to the Criminal Records Bureau for disclosure under the provisions of the Police Act (1997). If you are appointed, the Academy will confirm your identity and submit the application to the CRB, paying the necessary fee. The 1997 Police Act allows employers to obtain this information on people who are being considered for appointment to positions involving children, vulnerable adults or other positions of trust. The post you are applying for is subject to an enhanced disclosure and you must provide details of **all** convictions, including those spent under the Rehabilitation of Offenders Act 1974 and Exceptions Order 1975, cautions, reprimands, warnings, investigations or prosecutions pending. Failure to disclose any information required of you may result in disciplinary actions or dismissal from the Academy. You will not be contracted to commence work until the disclosure record has been received and cleared. Any information disclosed will be treated sensitively and in confidence and will only be used in deciding a candidate's suitability for the post applied for.

From 12<sup>th</sup> October 2009, a new duty to share information was introduced under the Vetting and Barring Scheme. From that date employers have to notify the ISA of relevant information so that employees who pose a threat to vulnerable groups can be identified and barred from working with these groups. The Academy fully supports the ISA and will notify the Vetting and Barring Scheme if we consider it appropriate.

## OUTSIDE INTERESTS/ACTIVITIES

## REFEREES

References will normally be taken up from your present/last Headteacher and/or present employer prior to interview

Name:	Name:
Address:	Address:
Tel No and Email:	Tel No and Email:
Status:	Status:

Are you, to your knowledge, related to any employee or governor at the Academy?

Yes

No

NAME:

POSITION:

RELATIONSHIP:

*Providing any misleading or false information to support your application or canvassing governors or staff directly or indirectly will disqualify you from appointment or, if appointed, will render you liable to dismissal without notice.*

## **DECLARATION**

I declare that all information submitted in this application form is true, that I have not canvassed any Member, Employee or Trustee of the Academy or Governor of the school/college either directly or indirectly, in connection with this application, and will not do so. I understand that such canvassing will disqualify me as a candidate. I further understand that failure to disclose my relationship with a Member, Employee or Trustee of the Academy or failure to disclose any conviction of a criminal nature may disqualify me and that if such failure is discovered after appointment I will be liable to dismissal without notice. I confirm that I have read the notes relating to convictions and spent convictions of criminal nature.

I agree that the information given on this form may be used for registered purposes under the Data Protection Act, 1998.

**SIGNATURE OF APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## **INFORMATION FOR CANDIDATES WITH A DISABILITY**

Welland Park Community College welcomes applications from all sectors of the community, including candidates with a disability.

### **Definition**

The Disability Discrimination Act 1995 defines disability as: 'a physical or mental impairment which has a substantial and long term adverse effect on the ability to carry out normal day to day activities'.

### **Arrangements if selected for interview**

You are asked to indicate whether you would need any of the following arrangements to be made if you were invited to interview.

- Interview information on audio tape
- Interview information in large print format
- Sign language interpretation or other assistance with communication in interview
- Induction loop in interview room
- Wheelchair accessible location for interview
- Car parking space for interview
- Facility for personal carer, assistant or other person to accompany you at interview.

Please specify any other facilities which you would like to be made available on the day: