





**Full Employment history**  (please use extra sheets if you need to)

Please list all previous jobs (paid or unpaid) starting with most recent job first. Include dates and explanations for periods of non employment.

Employer / School name & address

**Brief description of duties**

(give type of school & number on roll if applicable)

Date from:

Date to:

Position held:

Reason for leaving:

Employer / School name & address

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(give type of school & number on roll if applicable)

Date from:

Date to:

Position held:

Reason for leaving:

**Other Relevant Work**  (please use extra sheets if you need to)

Include work experience, voluntary or unpaid work. College/school leavers may use this section to provide details of hobbies and interests.

**References**

- (i) If you have worked before or are currently working, one of your referees must be your present or last employer.
- (ii) If you have worked with children in the past but are not currently doing so, you must provide as a third referee details of the person by whom you were most recently employed to work with children.

**Referee 1**

Name:

Position:

Address:

Phone Number:

E-mail address:

Type of referenced (please indicate)    Employer     Personal     Academic

**Referee 2**

Name:

Position:

Address:

Phone Number:

E-mail address:

Type of referenced (please indicate)    Employer     Personal     Academic

**Referee 3**

Name:

Position:

Address:

Phone Number:

E-mail address:

Type of referenced (please indicate)    Employer     Personal     Academic



**Information in Support of Application**  (please use extra sheets if you need to)

Please include in this section:

- The reason you are applying for this post
- Any information not already mentioned which you consider relevant
- How you meet the requirements of the person specification (if supplied)

## Criminal convictions

This post is exempt from Rehabilitation of Offenders Act 1974, and therefore details of convictions, cautions and bindovers including detail of those regarded as spent must be declared below.

## Declaration One

I confirm that I am not on List 99, disqualified from working with children or subject to sanctions imposed by a regulatory body e.g. the General Teaching Council (GTC)

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please note that the successful applicant will be required to provide a CRB disclosure at the appropriate level for this post.

## Eligibility to work in the UK

Do you require a work permit for this employment Yes  No

## Further information

Do you receive a local government pension Yes  No   
Do you have a current driving licence Yes  No   
\* Do you consider yourself to be disabled Yes  No

(\*We need this information as all disabled applicants who meet the essential shortlisting requirements are guaranteed an interview)

## Declaration Two

Are you related to the Principal or any governor from the Academy? Yes  No

If 'Yes', please give details below

Name:

Job title:

Relationship to you:

I agree to you storing and using the information I have given in this application form for recruitment purposes.

As far as I know, the information I have given is true and correct. I understand that I have made any false or misleading statements, or withheld any relevant information, it may result in disciplinary action including dismissal and possible referral of the Police.

The Academy reserves the right to verify any of the data supplied in your application.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please give any dates when you are not available for an interview within the next two months:

**Please ensure you complete the equal opportunities monitoring form and return with your application form.**

# Equal opportunities monitoring

**Role Title:** \_\_\_\_\_

**Please note:** The shortlisting and interview panel will not see any of this information as it is used for monitoring purposes only.

We have a legal duty to promote equality. This applies to everything we do both as an employer and provider of services. As part of our legal duty, we must monitor our recruitment processes or practice.

Using the list below, please indicate in the box which ethnic group best describes you. What is your ethnic group? How would you describe yourself?

**White**

- White British
- White Irish
- Any other White background

*please state:*

**Mixed**

- White & Black Caribbean
- White and Black African
- White & Asian
- Any other Mixed background

*please state:*

**Black & Black British**

- Caribbean
- African
- Any other Black background

*please state:*

**Asian or Asian British**

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

*please state:*

**Chinese, Yemeni or other ethnic group**

- Chinese
- Yemeni
- Any other Ethnic background

*please state:*

**To help us monitor the fairness of our recruitment processes please answer the following question by ticking the boxes that apply to you.**

- |                                    |                                |                                 |                                |
|------------------------------------|--------------------------------|---------------------------------|--------------------------------|
| Do you consider yourself disabled? | Yes <input type="checkbox"/>   | No <input type="checkbox"/>     |                                |
| What is your sex?                  | Male <input type="checkbox"/>  | Female <input type="checkbox"/> |                                |
| What is your age group?            | 16-24 <input type="checkbox"/> | 25-39 <input type="checkbox"/>  | 40-49 <input type="checkbox"/> |
|                                    | 50-64 <input type="checkbox"/> | 65+ <input type="checkbox"/>    |                                |

For office use only

Applicant reference number

Appointed

Shortlisted

Unsuccessful applicant