Office	Application Reference	
Use	Date Received	



Application for Employment

Role details

Role Applied for:

Closing date:

Where did you find out about this job? (for example give the name of the newspaper, magazine, website etc.)

Academy:

Personal details

Title/preferred form of address: Mr	Mrs Miss Ms Other (please give details)		
Last Name: Address:	First name: Former Name: Date of birth: Home phone:		
Work phone: Mobile phone:			
Postcode: National Insurance no:	E-mail address:		

Current Employment

		· · · · · ·
Name and address of employer:	Job title:	
	Current salary or scale:	
	Date of appointment:	
	Name of school:	
	(if applicable)	

Education and training **(**) (please use extra sheets if you need to) (All relevant certificates will be examined at interview)

(i) Schools

Name of School	Qualification			
	Subject	Grade	Date	

(ii) Further/Higher Education (indicate if Full or Part time)

Name of college/	Qualificatio	on	
university / awarding body	Subject	Degree / Certificate (if degree state Hons, Class or pass)	Date of award

(iii) For Teaching Posts only

- (i) GTC Registration:
- (ii) DfES Reference Number:
- (iii) Date of Award of QTS:
- (iv) Date of completion of statutory induction (Newly Qualified Teachers) or number of terms completed:

(iv) Membership of Professional and Technical organisations (if this applies)

Organisation	Type of registration	Registration No.	Renewal Date (if applicable)

(v) Relevant Professional Development e.g. Courses, Programmes (other than those identified above)

Title	Length and date of course	Qualification (if appropriate)

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 na	me & address	Brief description of duties (give type of school & number on roll if applicable)
Date from: Position held:	Date to:	
Reason for leaving:		
Employer / School na	me & address	Brief description of duties (give type of school & number on roll if applicable)
Date from: Position held:	Date to:	
Reason for leaving:		
Employer / School na	me & 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 na	me & address	Brief description of duties (give type of school & number on roll if applicable)
Date from: Position held:	Date to:	
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

Address:

(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:				

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 19 cautions and bindovers including detail of those regarded a	
Declaration One	
I confirm that I am not on List 99, disqualified from working regulatory body e.g. the General Teaching Council (GTC)	with children or subject to sanctions imposed by a
Your signature:	Date:
Please note that the successful applicant will be required to for this post.	o provide a CRB disclosure at the appropriate level
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 Do you have a current driving licence * Do you consider yourself to be disabled	Yes No Yes No Yes No
(*We need this information as all disabled applicants who meet the esse	ential shortlisting requirements are guaranteed an interview)
Declaration Two	
Are you related to the Principal or any governor from the A	cademy? 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 give	n in this application form for recruitment purposes.
As far as I know, the information I have given is true and comisleading statements, or withheld any relevant information dismissal and possible referral of the Police.	
The Academy reserves the right to verify any of the data su	upplied in your application.
Your signature:	Date:
Please give any dates when you are not available for an in	terview 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:

What is your sex?

What is your age group?

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		Mixed	
White British		White & Black Caribbean	
White Irish		White and Black African	
Any other White background		White & Asian	
please state:		Any other Mixed background	
		please state:	
Black & Black British			
Caribbean			
African		Asian or Asian British	
Any other Black background		Indian	
please state:		Pakistani	
		Bangladeshi	
Chinese, Yemeni or other ethnic g	roup	Kashmiri	
Chinese		Any other Asian background	
Yemeni		please state:	
Any other Ethnic background			
please state:		J	

 50-64
 65+

 For office use only

 Applicant reference number
 Appointed

 Shortlisted
 Unsuccessful applicant

Female

25-39

40-49

 \square

Male

16-24

 \square