**APPLICATION FOR TEACHING APPOINTMENT**

PLEASE USE TYPE OR BLACK INK – BLOCK CAPITALS

1. Application for the post of

Freemantle Church of England Community Academy

at

1. Surname Forenames

Address

Home Tel No: Day Tel No:

Mobile Tel No: e-mail:

 / /

Date of Birth: Age:

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 / / / /

DFES Reference No: National Insurance No:

1. **Present Appointment,** Local Education Authority

School/College Number on Roll:

Post Held *(specify any incentive allowance*)

Date appointed:

Subjects, age groups taught and other responsibilities:

Notice required and/or date available if appointed:

Salary Scale Gross Salary £ Incremental Point

Threshold payment: Yes No Threshold 1, 2 or 3

1. **Confidential references**

Names, addresses and status of two referees (one of whom if employed must be your present manager e.g. your Headteacher). Please do not provide more than one reference from the same school.

Office Tel No: Office Tel No:

1. **Previous Teaching and Work Experience (including H.M. Forces)**

(*most recent employment first)*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Local Education Authority and School/College |  | Number on Roll |  | Status of post, responsibilities subjects and age groups taught |  | Reason for leaving |  | From |  | To |
|  |  |  |  |  |  |  |  |  |  |  |

If qualifying as a teacher after 7 May 1999, have you successfully completed a statutory induction period? YES/NO

1. **Experience/training directly relevant to the post**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **University/College** |  | **From** |  | **To** |  | **Degree Obtained** |  | **Class** |  | **Subject** |
|  |  |  |  |  |  |  |  |  |  |  |

**Please give dates on which you will not be available for interview**

1. You are invited to set out below information in support of your Application. If necessary, please attach up to one additional page. You should ensure that you address all aspects of the job description and person specification.

**EMPLOYMENT CHECKS**

1. **Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975**

Teaching, with the privileged access it gives to children, is an exempted occupation under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. You should indicate whether you have convictions, cautions or court martials as follows:

Have you been convicted of any criminal offences, cautioned, or court martialled? YES / NO

If YES, please give details and date(s) on a separate sheet, place the sheet in a sealed envelope marked for the personal attention of the Centre Director and attach it to this form.

We shall, through the Criminal Records Bureau, make checks to establish details of any criminal record, caution or court martial upon offer of appointment and your signature at the end of this form will be regarded as signifying your agreement that this may be done.

1. Please state whether, to the best of your knowledge, you are related to a Governor or senior employee at this Academy. YES / NO. If yes, please state the nature of relationship and the name of the Governor or senior employee of the Academy.
2. **Data Protection Act 1998**

All information contained in this form will be treated as strictly confidential, when used for recruitment purposes only. By supplying information, you will also be indicating your consent to the information being processed for all employment purposes as defined in the Data Protection Act 1998, and any verification checks which may be made. It will be copied for use during the recruitment process. Once the recruitment process is completed, the data will be stored for a maximum of 12 months then destroyed. If you are a successful candidate, relevant information will be taken from this form and used as part of your personnel record.

11. The information on this form is correct and complete to the best of my knowledge and belief.

 Signature of Candidate Date

­­­Please return completed application form to: **Freemantle Church of England Community Academy**

 **Mansion Road**

 **Freemantle**

 **Southampton SO15 3BQ**

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