

JOB APPLICATION FORM
Teaching Position



APPLICATION DETAILS

Job Applied For	<input type="text"/>	Contact Name	Melanie Bailey
Closing Date	<input type="text"/>	Telephone	020 88132580
		Email	admin@brentsideprimary.ealing.sch.uk

PERSONAL DETAILS

Surname	<input type="text"/>	Forename	<input type="text"/>
Previous Names	<input type="text"/>	Email	<input type="text"/>
Present Address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Home/Term time Address (if different)	<input type="text"/>
Postcode	<input type="text"/>	Postcode	<input type="text"/>
Telephone (Home)	<input type="text"/>	Telephone (Mobile)	<input type="text"/>
Dfe No.	<input type="text"/>	National Insurance No.	<input type="text"/>

ASYLUM & IMMIGRATION ACT 1996

Before you commence working you must provide evidence to demonstrate your right to work in the United Kingdom. Please provide this evidence prior to your start date.
(please put an X in the box that applies)

Are you Eligible to work in the U.K Yes ☐ No ☐

Do you need a work permit Yes ☐ No ☐

Nationality

QUALIFIED TEACHER STATUS

Do you have Qualifies Teacher Status (QTS) Yes ☐ No ☐

If you qualified since May 2011 have you completed induction Yes ☐ No ☐

Are you related to or have a close relationship with anyone
employed at the Academy or any members of the Academy Trust Yes ☐ No ☐

If yes, please give details below

PRESENT/MOST RECENT POST

(for first year teachers please give details of your most recent teaching practice)

Full name and address Of school / college	
Date of resignation and reason for leaving if app	
Subjects Taught	

Appointment start date		Appointment leaving date (if app)	
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No. of pupils/students		Full time/ Part time	
Present Salary (including allowances)		Type of Establishment (school, academy, middle etc)	
Scale/Grade		Boys, girls or mixed	
Position Held		Age range of pupils	

EMPLOYMENT HISTORY

From dd/mm/yy	To dd/mm/yy	Fulltime/ part time/ Voluntary	Name, address & Contact number of employer	Type & size of school /college	Position held & salary	Reason for leaving employment

EDUCATION & TRAINING

Please give details of any education and training you have received. You will be asked to provide at interview originals or certified copies of relevant certificates in QTS and Induction

Secondary Education						
From dd/mm/yy	To dd/mm/yy	Name of School/ College	Subject (inc awarding body)	Level	Grade	Date Awarded

Education & Training						
From dd/mm/yy	To dd/mm/yy	Name of College/ University	Subject (inc awarding body)	Level	Grade	Date Awarded

Other Relevant Courses or Training		
Name of Course/ training	Course/Training Provider	Date Awarded

Membership of Professional Bodies		
Name of Body or Association	Grade of membership or qualification	Date Awarded

SELF DISCLOSURE

Rehabilitation of offenders Act 1974 (exemptions order 1987)

Due to the nature of the work for which you are applying this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

You are therefore required to inform us of any criminal record, convictions, cautions, reprimands, final warnings, bind-overs or pending summons or prosecutions whether or not they are regarded as "spent". Successful applicants will be required to apply for an enhanced disclosure from the Criminal Record Bureau. Having a criminal record will not necessarily prevent employment.

Please ensure that you answer the following questions honestly as false statements or withholding relevant information will result in one of the following actions being taken:

- your application will be taken no further
- an offer of employment will be withdrawn
- disciplinary action leading to dismissal will be taken (if employment has commenced)

Do you have anything to declare in relation to the above ? Yes ☐ No ☐
(Please mark an X in the appropriate box)

If you have answered Yes to the above questions, please provide details

Have you ever been disqualified from working with children and / or included on the Children's barred list (or its predecessor List 99) Yes ☐ No ☐

Have you ever been known to any Children's Services department or police as being a risk or potential risk to children? Yes ☐ No ☐

Have you been the subject of any investigation and/or sanction by any other organisation or body due to concerns about your behaviour towards children? Yes ☐ No ☐

Have you ever been the subject of disciplinary sanctions or been asked to leave employment or voluntary activity due to inappropriate behaviour towards children? Yes ☐ No ☐

If you have answered Yes to either of the above questions, please provide details

REFERENCES

Please give details of two referees, the first of which must be your current or most recent employer, or your Headteacher (or Principal/tutor of your college if you are seeking a first appointment). References from relatives or friends will not be accepted.

If you have not worked for some time, please give the name of someone who knows you and who can comment on your ability to do the job. If you are not currently working with children but have done so in the past we will need a reference from the most recent employer with whom you were employed to work with children (this may include voluntary/unpaid work). You have the right to view these references although the authorship must remain confidential.

Please note references may be taken up prior to interview

Reference 1- Most present/current employer

Name	
Job Title	
Address	
Postcode	
Email	
Telephone No.	
Fax No	

Reference 2- Other professional

Name	
Job Title	
Address	
Postcode	
Email	
Telephone No.	
Fax No	

PENSION

a) Are you currently paying into the Teachers Pension Scheme?

Yes ☐ No ☐

b) Have you elected to opt-out the Teachers Pension Scheme?

Yes ☐ No ☐

If yes, please provide the date you opted out (dd/mm/yy)

c) Are you currently paying into any other pension schemes?

Yes ☐ No ☐

If yes, please provide brief details

d) Are you in receipt of a pension from the Teachers Pension Scheme

Yes ☐ No ☐

If yes, please specify age/infirmary/premature retirement

DISABILITY

The Disability Discrimination Act 1995 defines a person as having a disability if s/he 'has a long physical or mental impairment which has a substantial and long term adverse effect on his/her ability to carry out normal day to day activities'. The Academy can arrange nearby parking, someone to meet you at the entrance to the building, a sign language interpreter at interview, preferred type of seating etc.

Do you consider yourself to have a disability?

Yes

☐

No

☐

If you have a disability is there anything we need to know about your disability in order to offer you a fair selection interview?

Yes

☐

No

☐

If yes, please give details of adjustment required. We may be able to make adjustments/ adaptations to job requirements/environment etc.

SAFEGUARDING CHILDREN

Brentside Primary Academy is committed to safeguarding and promoting the welfare of children.

Assessment and testing of applicants' suitability to work with children is an integral part of the selection process. Any discrepancies or anomalies in information provided will be taken up at interview. Current or previous employers will be contacted as part of the verification process.

DECLARATION

The information given on this form will form part of the contract of employment for successful candidates. Under the terms of the Data Protection Act 1998 the information you give us will only be used for the purpose of personnel management. We may contact other relevant organisations to check factual information you have given on this application form. The information will be stored manually and electronically and disposed of after 12 months if your application is unsuccessful.

The Academy is under a duty to protect the public funds it administers, and to this end, **should the Academy employ you**, it may use the information you have provided on this form within this authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for this purpose.

I declare that the information given on this form is correct to the best of my knowledge and belief, and I understand that any false statements on this form is an offence and could result in my application being rejected or summary dismissal and possible referral to the teachers' misconduct team or police if appropriate. I agree that the information I give you in connection with this application for employment may be stored and processed for the purpose of personnel management.

Date

Signed

MONITORING INFORMATION

To ensure equality and diversity of opportunity for employment within the Academy please complete the following information.

Gender

Date of Birth

Ethnic Background

Please put a X in one box to indicate your ethnic background

A White

- 25 ☐ British
26 ☐ Irish
30 ☐ Any other white background

Please Specify

B Mixed

- 15 ☐ White & Black African
16 ☐ White & Black Caribbean
17 ☐ White & Asian
21 ☐ Any other mixed background

Please Specify

C Asian or Asian British

- 01 ☐ Indian
02 ☐ Pakistani
03 ☐ Bangladeshi
07 ☐ Any other Asian background

Please Specify

D Black or Black British

- 08 ☐ Caribbean
09 ☐ African
30 ☐ Any other Black background

Please Specify

E Chinese or other Ethnic Group

- 25 ☐ Chinese
30 ☐ Any other ethnic group, Please specify

SUPPORTING STATEMENT

a) Your supporting statement should cover the relevant criteria for shortlisting in the person specification. In some instances this will be all of the criteria listed in the person specification, for others only certain criteria will require a response from you. Please read the person specification for further guidance. If no instructions are given please answer all of the criteria. For each point please explain/give examples of how your skills, knowledge and experience make you suitable for the job. If completing a paper application form you can attach extra sheets if required. **Please note CVs will not be accepted.**

b) Please provide details of any specialist areas of teaching including a statement as to why you are applying for this post and what attributes you would contribute. In this personal statement please also include any hobbies or interests you may have.