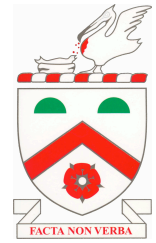




# Fred Longworth High School Job Application Form for Teaching Posts



The Academy Trust and Governing Body are committed to equal opportunities in employment and welcome applications from all sections of the community

1. **POST APPLIED FOR**

Post ..... Post No (if applicable) .....

As advertised in ..... on (date) .....

2. **PERSONAL DETAILS**

Surname ..... Forename(s) .....

Address for correspondence .....  
.....  
.....

Telephone Number: Home ..... Work .....

Date of Birth: .....

DfE Teacher Number .....

3. **CURRENT POST**

School/Service .....

Local Education Authority .....

Job title .....

Date of appointment ..... Salary .....

Management/SEN/Recruitment and Retention Allowances (Please specify as applicable)  
.....

Main Duties and Responsibilities .....  
.....  
.....  
.....  
.....

4. **PREVIOUS TEACHING EXPERIENCE**

Please detail in order, with most recent post first.

Name of School and LEA, type of school and number on roll	Dates of employment		Post(s) held indicating salary points/allowances	Reasons for leaving
	From	To		

5. **OTHER RELEVANT WORK EXPERIENCE**

Post	From	To	Employer	Grade/Salary	Reason for leaving

6. **GENERAL EDUCATION**

School	From	To	Qualifications - Grades, awarding bodies and dates

**7. FURTHER AND HIGHER EDUCATION**

Name of College/University	From	To	Qualifications - Grades, awarding bodies and dates

**8. ANY OTHER RELEVANT QUALIFICATIONS**

Please give details of any other relevant qualifications you have for this post.

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.....

**9. ADDITIONAL INFORMATION**

(i) Are you related to any member of the Academy Trust or member of the Governing Body of the school? (If yes, please state relationship).

.....  
(Canvassing will disqualify candidates)

(ii) Have you left any previous job for reason of redundancy or are you in receipt of an occupational pension? YES/NO

If yes, please give details, including dates, post held and employer.

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.....

(iii) Have you ever been dismissed from any previous employment on the grounds of misconduct or incapability? YES/NO

If yes, please give details of dates and reasons.

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.....

(Answering yes to this question will not necessarily prejudice your application).

(iv) Do you hold a current and valid driving licence? YES/NO ..... (please state category)

(v) Do you have a disability? YES/NO

The Academy Trust and Governing Body adopt a positive attitude to the employment of Disabled Persons and guarantee an interview to those who meet the essential criteria of the person specification.

(v) During the last two years what time have you lost from work due to illness or injury, and what were the reasons?

.....

.....

**10. STATEMENT IN SUPPORT OF APPLICATION**

Please attach a supporting statement, indicating any matters which you feel may be relevant to this application. Please head additional documentation with your name and post applied for.

**11. REFERENCES**

Please state the names, addresses and telephone numbers of two persons from whom references may be obtained. One must be your current or most recent employer. In the absence of previous employment experience, a reference from your last place of full-time education will be a suitable alternative.

1. ....	2. ....
.....	.....
.....	.....
.....	.....
Telephone No: .....	Telephone No: .....

**12. FURTHER INFORMATION FOR CANDIDATES**

- (i) In the interests of the protection of children, all teaching posts are subject to enhanced criminal record and other relevant disclosures through the Criminal Records Bureau (CRB). All candidates selected for interview will be required to complete a CRB Disclosure application form. The CRB guidance will be given to shortlisted individuals to help them complete the form. A criminal record will not necessarily prevent you from obtaining a position.
- (ii) You will receive no further communication unless selected for interview. If you have therefore not been contacted within three weeks of the closing date for applications, you should conclude that, unfortunately, you have been unsuccessful on this occasion.
- (iii) Under the Data Protection Act, the Academy Trust and Governing Body will use the information given for the purpose of recruitment and selection. Strict confidentiality will be observed and if you become an employee, the information will be used for personnel, pay and pensions administrative purposes only.

**13. DECLARATION**

To the best of my knowledge and belief, all the particulars I have given are true. I understand that any false statements may disqualify me from employment or render me liable for dismissal. I understand that no offer of employment made to me will be binding unless confirmed in writing.

I also understand that this post is subject to a satisfactory enhanced Criminal Records Bureau Disclosure to satisfactory medical clearance and the provision of documentary evidence (eg NI Number) that shows I am entitled to work in the UK.

Signature ..... Date .....