



**Job Application**

**You must be committed to the protection and safeguarding of children and young people.**

Position applied for:

Surname ..... Other names .....

Previous surnames ..... Preferred title (eg Mr, Miss, Mrs, Ms) .....

Home address ..... Telephone: Home .....

..... Work (If convenient) .....

DoB (for DBS check)..... Email: .....

Postcode ..... N I number .....

Do you hold a full current driving licence? YES/NO

**SECONDARY AND HIGHER EDUCATION (you may be asked to produce certificates)**

<b>Dates:</b> From	To	<b>Name and address of school, college, polytechnic or university</b>	<b>Examinations passed</b> (Please give grades and dates)

Other qualifications held	Dates awarded
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Please list your work experience since leaving full-time education, starting with your last or present employment

Date: From	To	Employer's name and address	Job title, salary, brief summary of duties and reason for leaving

Current salary .....

Notice required .....

Where did you see the advertisement for this post? .....

**SUPPLEMENTARY QUESTIONS**

Have you had any major or recurring illness over the last 5 years? YES/NO  
If YES please give brief details

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**Please give details of any convictions:**

Because of the nature of the work for which you are applying, this post is exempt from the Rehabilitation of Offenders Act 1974. Under the Rehabilitation of Offenders Act 1974 (exceptions) Order 1975 you are required to declare any information about convictions, past cautions or prosecutions pending. If after interview it is decided to offer you the post, your written permission will be sought for the check with the police to be carried out prior to confirmation of your appointment. *Please detail the offence(s), including spent convictions, in a sealed envelope and staple it to this application.*

What are your interests?

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Please give the names and addresses of two referees, one of which should be your present or last employer or headteacher/tutor if a school or college leaver. Please state your relationship to referee.

1..... 2.....  
.....  
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Tel: ..... Tel: .....  
Email: ..... Email: .....

May we approach your referees before interview? YES/NO

I certify that the information given on this form is correct and complete to the best of my knowledge. I am/am not related to any senior member of staff, or governor. I am aware that canvassing or giving false information will be a disqualification or, if appointed, may lead to dismissal.

**NB** This does not preclude a member of the governing body from giving a written reference.

I can produce the original documents of my qualifications and am prepared to undergo a medical examination.

I understand that, on appointment, information from this form may be computerised for personnel purposes in accordance with the Data Protection Act 1984.

Signed ..... Dated .....

Please give your reasons for applying for this position, and outline the skills and experience which, in your view, make you a particularly suitable candidate.