



**Inspiring Futures
Through Learning**

Inspiring Futures though Learning – Multi Academy Trust

PLEASE COMPLETE USING BLACK INK

Application for the post of:
Name of School:

Surname		Title: Mr / Mrs / Miss / Ms / Dr
Forenames		

Address for correspondence:	Home Telephone:
	Work Telephone:
	Mobile Number:
	Email:

National Insurance Number:	
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DFE Reference No:		Date Issued:	
Name of Confirming Authority:		Date of satisfactory completion of probation:	

Educational and Academic Qualifications:

Give details of secondary schools, colleges and universities attended since the age of 16 with examination dates, results and qualifications obtained. There is no need to include any qualifications gained prior to 'A' levels or equivalent. Please include membership of relevant professional institutions (and indicate whether membership is by examination or otherwise). Evidence of qualifications may be requested.

General Education		School/College/University	Full or P/Time	Examinations taken or to be taken (with dates)	Qualifications obtained
From	To				

Previous non-teaching employment (please start with most recent – please explain any gaps in service)				
Name of Employer	From	To	Job Title	Brief details of responsibilities and reasons for leaving

Is this your first teaching appointment?		Yes / No	
Are you related to any member of staff of governor of this school?		Yes / No	
If yes, please state name of person and relationship:			
Are you registered disabled?	Yes / No	If yes, please state registration number:	
Do you have a current driving licence?	Yes / No	Do you have regular use of a vehicle?	Yes / No
How did you find out about this vacancy?			

Criminal Offences:

This post is subject to the DES Circular 4/86 "Protection of Children: Disclosure of criminal background to those with access to children". Applicants are therefore not entitled to withhold information about convictions which for other purposes are 'spent' under the provisions of the Rehabilitation of Offenders Act 1974.

You are asked to disclose any previous convictions. In the event of employment, any failure to disclose convictions could result in dismissal or disciplinary action. Any information given about convictions will be completely confidential. The successful candidate will also be required to give his/her agreement to a police check as a matter of routine.

Have you ever been convicted of a criminal offence or been made the subject of any order civil or criminal, made by a Court of Law? If yes, please give particulars: Yes / No

Medical Fitness:

In accordance with the Education (Teachers) Regulations 1982, all teachers are required to satisfy their employers of their medical fitness on entry to the teaching profession and also during their subsequent employment. In this connection, the successful applicant will be required to complete a medical questionnaire for consideration by a Medical Officer.

I certify that to the best of my knowledge, the information given in this application is factually correct and I understand that any false information may, in the event of employment, result in dismissal or disciplinary action.

Signed:

Date:

Inspiring Futures through Learning is an equal opportunity employer. Our policy is to ensure that no job applicant or employee receives less favourable treatment because of race, colour or nationality, sex, marital status, religion or disability, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable. Selection criteria and procedures will be frequently reviewed to ensure that individuals are selected or promoted on the basis of their individual and relevant merits and abilities. All employees will be given equal opportunities and, where appropriate, special training to progress within the school.

Course Title	Provider	Duration	Dates

References:

The first reference should be your present or most recent employer. It is normal practice for references to be obtained before any formal interview is held.			
If you were known to either of your referees by another name, please give details:			
First Referee		Second Referee	
Name:		Name:	
Position:		Position:	
Address:		Address:	
	Post code:		Post code:
Email Address:		Email Address:	
Tel No:		Tel No:	
In what capacity is the above known to you?		In what capacity is the above known to you?	

Support of application:

Please attach a letter of application giving any further details of experience which may be relevant to this post.

In-Service training

Give details of most recent, relevant courses attended and indicate any awards earned.

Asylum and Immigration

Under the Asylum & Immigration Act 1996, we can only offer you a job if you have the right to live and work in the United Kingdom. You will therefore be requested to produce appropriate documentation

Are you legally entitled to live and work in the United Kingdom and are able to produce documentation?

Yes

No

Declaration

I certify that the information given on this form is factually correct to the best of my knowledge. I understand information from this form may be computerised for personnel/employee administration/equal opportunities monitoring purposes in accordance with the Data Protection Act 1988. In addition, in accordance with this Act, this information may also be used for the prevention and detection of fraud and crime. Where applicable I will be subject to the regulations on political restrictions as defined in the Local Government Housing Act 1989. **WARNING:** any person appointed to Inspiring Futures through Learning having given false information will be liable to dismissal without notice.

Signed:.....

Print Name:.....Date:.....

We regret that we are unable to reply to all applicants but would like to take this opportunity to thank you for your interest in this post. Therefore, if you do not hear from us within 21 days of the closing date, your application has been unsuccessful on this occasion.

Equalities monitoring form

Inspiring Futures through Learning Strives to be an Equal Opportunities employer. We aim to ensure that our Equalities Policy is being followed and that unfair discrimination is not taking place in recruitment. To help us monitor the effectiveness of this policy, we would be grateful if you completed this section. The information will be treated with confidence and will be used for statistical purposes only. It will not be seen by those involved in the assessment of your application. Your co-operation in its completion is therefore welcome and helpful.

How did you hear about this vacancy?

Please specify:

Job Centre

Newspaper

Word of mouth

Other

Gender: Male

Female

Ethnic Origin

Ethnic origin is not usually a matter of nationality, place of birth or citizenship. It is about colour and broad ethnic group. UK citizens can belong to any groups indicated. The codes used are the agreed 2001 Census codes.

(a) White

British

Irish

Any other White background

(c) Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian background from within (c)

(b) Mixed

White & Black Caribbean

White & Black African

White & Asian

Any other mixed background

From within (b)

(d) Black or Black British

Caribbean

African

Any other Black background from within (d)

(e) Other Ethnic Groups

Chinese

Other Ethnic Group not stated

Date of Birth _____/_____/_____

Name _____

Thank you for taking the time to complete this form.

DISCLOSURE OF CRIMINAL CONVICTIONS

The post for which you have applied is considered exempt by virtue of the Rehabilitation of Offenders Act 1974 (Exemption) Order 1975. You are therefore required to disclose details of any convictions, cautions, reprimands and Final Warnings, including motor vehicle related offences, in respect of your application **including convictions that would be otherwise be considered "spent"**. Failure to disclose information will result in you being liable to dismissal without notice.

Do you have any spent / unspent convictions Yes
No

If you have ever been convicted, cautioned, reprimanded or received a Final Warning for any criminal offence, you **must** disclose these below:

Offence	Date Convicted	Penalty
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In accordance with the Independent Safeguarding Authority Vetting and barring Scheme, you are committing a criminal offence by knowingly engaging in regulated employment, if you have been barred from working with children or vulnerable adults.

I therefore confirm below that I am not barred from working with children or vulnerable adults.

Name.....

Signature.....

Date.....

FAILURE TO COMPLETE THIS FORM WILL RESULT IN YOUR APPLICATION/APPOINTMENT NOT BEING PROCESSED