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|  | SHELDON SCHOOL **An Academy** APPLICATION FOR TEACHING APPOINTMENT *Sheldon School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment* |

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| Title of post applied for: **Assistant Headteacher** | | | | | | | | | *Closing date*: ***31st January 2022 - Noon*** | | | | | | |
| 1. **PERSONAL DETAILS *(Please use black ink or type)*** | | | | | | | | | | | | | | | |
| **SURNAME:** | | | | | | **FIRST NAME(S):** | | | | | | | | | |
| Preferred title: **Mr Mrs Miss Ms Dr Other**  *(please circle)* | | | | | | Previous surname(s)*:*  *(if appropriate)* | | | | | | | | | |
| Home address:  Postcode: | | | | | | Term-time address *(if appropriate*):  Postcode: | | | | | | | | | |
| Home telephone no: | | | | | | Work telephone no: | | | | | | | | | |
| Mobile no: | | | | | | E-mail address: | | | | | | | | | |
| \*Date of birth: | | | | | | Do you require a work permit? | | | | | | | | YES/NO | |
| Do you hold a valid driving licence? | | | | | YES/NO | Do you own/have use of a car? | | | | | | | | YES/NO | |
| DfES Number: | | | | Do you have QTS? **YES/NO** | | | | | Are you registered with GTC? **YES/NO** | | | | | | |
| National Insurance Number: | | | | | | | | |  | | | | | | |
| *\*Sheldon welcomes applications from candidates of all ages. This information allows the school to identify any gaps in candidates’ employment or education history, as required under Child Protection guidance DfES 1568/2005.*  **2. CURRENT OR MOST RECENT APPOINTMENT** *(or teaching practice)* | | | | | | | | | | | | | | | |
| **Name of school (LEA if applicable)** | **Type of school, number & sex of pupils** | | Title of post | | | | **Subject(s) taught** | | | **Year Group(s) taught** | **Full time, part time, or supply** | | **Dates**  **From To** | | |
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| **Level of Current Post** | | | | | | | | | | | | | | | |
| Point on Main Salary Scale: | | Point on Upper Pay Spine: | | Management or TLR Allowance: | | | | Other  Allowances | | | | Permanent or Temporary? | | | |

1. **PREVIOUS TEACHING EXPERIENCE OR PRACTICE** *(Most recent appointment first)*

*Please include a full history since leaving secondary education*

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| **Name of school (LEA if applicable)** | **Type of school, number & sex of pupils** | Title of post and any allowances | **Subject(s) taught** | **Year Group(s) taught** | **Full time/part time/supply** | **Dates**  **From To** | |
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**4. ADDITIONAL EXPERIENCE OUTSIDE TEACHING** *(Full or Part Time, including voluntary work)*

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| Name of organisation | Nature of business | Position held | Responsibilities | Leaving salary | Dates  From To | |
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| **Please note explanations for periods not in employment, education or training** |
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1. **A-LEVEL OR EQUIVALENT EXAMINATION OBTAINED** *(including Scottish Highers)*

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| --- | --- | --- | --- | --- | --- |
| Name of School, College, etc | Dates  From To | | Qualification | | |
|  |  | Level | Subjects taken | Grades |
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1. **HIGHER EDUCATION** *(including professional/teacher training)*

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| --- | --- | --- | --- | --- | --- |
| University/College etc | Dates | | Qualifications | Main subjects | Grade/Class |
| From | To |
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*Certificates to prove degree and teaching qualifications should be brought to interview.*

1. **OTHER QUALIFICATIONS AND COURSES ATTENDED** *(in last four years)*

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| Education Centre or Institution | Dates | | Course title and qualification |
| From | To |
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1. **OUT-OF-SCHOOL ACTIVITIES OFFERED**

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1. **HOBBIES AND INTERESTS**

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1. **PLEASE GIVE DETAILS OF ANY FAMILY OR CLOSE RELATIONSHIP TO EXISTING STAFF OR GOVERNORS**

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1. **PLEASE STATE PUBLICATION(S) IN WHICH ADVERTISEMENT SEEN:**
2. **NAMES OF REFEREES (we will seek references for short-listed candidates)**

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| **If you are currently employed as a teacher, you must give the name and address of your headteacher, otherwise please give details of your most recent employer** |

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| Name: | Name: |
| Address: | Address: |
| Capacity/position: | Capacity/position: |
| Telephone Number: | Telephone Number: |
| Fax Number: | Fax Number: |
| e-mail: | e-mail: |

*Please note, references will not be accepted from relatives or people writing solely in the capacity of friends*

1. **DETAILS OF ANY CONVICTIONS** (Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974? (Y/N)? Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020? (Y/N)? The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice Website.

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| Nature of conviction | Date of conviction | Sentence imposed |
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The successful applicant will be required to produce proof of identity and undergo a check by the Disclosing and Barring Service.

1. **DECLARATION**

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| **I am not on a Barred List (List 99), disqualified from work with children or subject to sanctions imposed by a regulatory body eg Teaching Regulation Agency. I certify that my replies are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statements or withhold any relevant information, this may result in subsequent dismissal or the withdrawal of any offer of appointment and a subsequent referral to the police.**  **Signature: Date:** |