



Application Form for Teaching Staff Appointment

Post Applied for:

Based at:

Where did you hear about this vacancy?

Data protection notice

Throughout this form we ask for some personal data about you. We'll only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law:

- You have given us your consent
- We must process it to comply with our legal obligations
- We need to process it for our legitimate interests

When you sign and return this form you are giving your permission to process and hold the information you have supplied on it, including any information you consider to be personal and sensitive. If your application is unsuccessful, the form will be held for up to 6 months and then destroyed.

You'll find more information on our legitimate interests and how we use your personal data in our Privacy Notice for job applicants.

Disclosure and Barring and childcare disqualification

The Trust is legally obligated to process a Disclosure and Barring Service (DBS) check before making appointments to relevant posts. The DBS check will reveal both spent and unspent convictions, cautions, and bind-overs as well as pending prosecutions, which aren't "protected" under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

As our Trust has pupils aged 8 and below, we'll use the DBS check to ensure we comply with the Childcare Disqualification Regulations.

Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the Trusts privacy statement.

If you've lived or worked outside of the UK in the last 5 years the Trust may require additional information in order to comply with 'safer recruitment' requirements. If you answer 'yes' to the question below, we may contact you for additional information in due course.

Have you lived or worked outside of the UK in the last 5 years? ☐ Yes ☐ No

Right to work in the UK

The Trust will require you to provide evidence of your right to work in the UK in accordance with the Immigration, Asylum and Nationality Act 2006.

By signing this application, you agree to provide such evidence when requested.

Sign and date:

Teacher Status

Teacher reference number	
Do you have QTS?	
QTS certificate number (where Applicable)	
Date of qualification	
Are you subject to a teacher prohibition order, or an interim prohibition order, issued by the Secretary of State, as a result of misconduct?	
Are you subject to a General Teaching Council sanction or restriction?	

Personal Details

Surname		Previous Name	
Forenames		Preferred Title	
If you prefer to be called by a name other than the one listed above, please specify:			

Contact Details

Full Address and Postcode			
Mobile Phone		Home Phone	
Email Address			

Current Employment History

Post Title			Dates Employed		
Part-time/Full-time		Permanent or Temporary		Period of Notice	
Employer Details (Name, address)					
Telephone Number					
Salary			Allowances		
Type of college/school		Age range		Subjects taught	
Description of key responsibilities:					

Previous Employment (This should include paid and unpaid employment, work experience, placements etc. Please list most recent first. Continue on separate sheet if necessary)

Dates employed	Name & address of employer	Post title and brief description of responsibilities	Salary & allowances, unpaid or voluntary	Reason for leaving

Gaps in employment

Please use this space to explain any gaps in your employment.

Education and training (secondary school onwards)		
Dates attended From / To	Name of establishment	Qualification gained and grade

Training and professional development

Please give details of training or professional development courses undertaken in the last 4 years that are relevant to your application.

Course dates	Length of course	Course title	Qualification obtained	Course provider

Summary of Experience, Skills, Knowledge and Competencies

Please provide any additional information relevant to this application and provide examples of how you meet the person specification. You may wish to discuss additional skills or relevant special interests. Please use an extra sheet of paper or if you prefer a separate letter.

Disability / Health Conditions

The Trust is committed to ensuring applicants with disabilities or impairments receive equal opportunities and treatment.

If you have a disability or impairment and would like us to make adjustments or arrangements to assist if you are invited for interview, please state the arrangements you require:

Relationship to the Trust

Please list any personal relationships that exist between you and any of the following members of the Trust community below. A full list of the schools in the Lionheart Academies Trust can be found at: <https://lionhearttrust.org.uk/our-schools/our-schools/>

If you have a relationship with a governor, trustee or employee for example, this does not necessarily prevent them from acting as a reference for you.

Name	Relationship	Role at the Trust

Applicant Declaration

I confirm that the statements in this application are true, correct and accurate and that I have not omitted any facts which may have any bearing on my application. By signing this form I agree to the Lionheart Academies Trust using this information to consult any third parties or external organisations for the purposes of confirming and/or clarifying such information.

I understand that if I don't tell you about any relationships within the Trust and this is discovered after appointment, I could be dismissed without notice.

I understand that references, DBS, medical clearance, proof of qualification and evidence of the right to work in the UK are required before any final offer of employment can be made.

Signature:

Date:

If you are applying electronically you must still add your name to the 'signed' box as confirmation of commitment and the form being completed. You will be asked to sign a paper copy if invited to the interview.

References (One reference should be your current employer, this should be the Head Teacher/ Principal if working in a school). If you have not been previously employed, please provide details of another suitable referee. As this post has been designated as a regulated activity, it will be necessary for both references to be approached before interview.

Name		Name	
Job Title		Job Title	
Organisation Address		Organisation Address	
Contact Number		Contact Number	
Email		Email	
Relationship to Applicant		Relationship to Applicant	
Is this your current employer?		Is this your current employer?	
Can we contact this referee if you are shortlisted and prior to interview?		Can we contact this referee if you are shortlisted and prior to interview?	

The Trust reserves the right to seek additional references we deem appropriate.

Thank you for your interest in the Lionheart Academies Trust.