

Important Notes

Declaration

Immigration, Asylum and Nationality Act (2006)

In accordance with the Immigration, Asylum and Nationality Act 2006, The Samara Trust requires new members of staff to provide documentary evidence that they are entitled to undertake the position applied for/have an ongoing entitlement to live and work in the United Kingdom. Therefore, all candidates shortlisted for interview are required to complete a declaration and to produce acceptable specified documentary evidence at interview.

I confirm that I am legally entitled to work in the UK

Safeguarding Vulnerable Groups Act (2006)

The Samara Trust is obliged by law to operate a checking procedure for employees who have substantial access to children and young people.

I confirm that I am not barred by the Disclosure & Barring Service from working with or applying to work with children or included on the DBS Children's Barred List

Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 (as amended 2013)

Posts which involve substantial access to children are exempt from provisions contained within this Act under which the job applicants are entitled to withhold information about any previous criminal background which is either unspent or would otherwise be considered 'spent' under the terms of the Act. However, changes to the legislation in 2013 mean that spent convictions may be protected and do not have to be disclosed to prospective employers. Employers cannot take protected offences into account when making employment decisions. If the job for which you have applied involves substantial access to children and you have been shortlisted for the post, you will be provided with a form on which you will be asked to disclose any relevant previous criminal background. We will provide more information on protected offences at that stage.

If you are the successful applicant you will be required to have an Enhanced Disclosure & Barring Service disclosure & we will also check the DBS barred list (children). Failure to complete this form will result in your application not proceeding any further. The possession of a criminal record will not automatically debar you from consideration for the post for which you have applied. Any information given will be treated as confidential and will only be used in relation to the post for which you have applied.

I agree that the appropriate enquiry may be made to the Disclosure & Barring Service

Data Protection Act (1998)

Information from this application form may be held securely by The Samara Trust. The employers are registered under the Data Protection Act (1998); individuals have the right of access to personal data concerning them.

I hereby give my consent for the information provided on this form to be held on computer or other relevant filing systems and to be shared with other accredited organisations or agencies in accordance with the Data Protection Act 1998.

Disclosure

A candidate for any appointment with The Samara Trust must state below any known relationship to any member of The Samara Trust Board of Trustees, Governing Body of Upton Heath Church of England Primary School or related to an employee of The Samara Trust when making an application. A candidate failing to disclose such a relationship or seeking to improperly influence the recruitment and selection process shall be disqualified from appointment, or if appointed, shall be liable to dismissal without notice.

Are you related to any member of The Samara Trust or existing employees of Clutton, Little Sutton or Upton Heath Church of England Primary Schools? Yes No

If YES, give details:

I DECLARE THAT ALL THE INFORMATION ON THIS FORM IS CORRECT TO THE BEST OF MY KNOWLEDGE AND I NOTE THAT THE WITHHOLDING, FALSIFICATION OR OMISSION OF RELEVANT INFORMATION BY A SUCCESSFUL CANDIDATE ARE GROUNDS FOR DISCIPLINARY ACTION WHICH MAY LEAD TO DIMISSAL.

Signed:

Date:

BY SUBMITTING THIS FORM ONLINE, I AGREE THAT THIS IS EQUIVALENT TO ME SIGNING THE DECLARATION.

Equal opportunity and employment

We seek a workforce which reflects the community we serve. We welcome applications from those groups which are under-represented on our staff. Applicants for jobs are judged on their skills and suitability for the vacancy.

To ensure this policy is carried out effectively, we ask all applicants to provide the information requested on this page. It will be used only for administrative and monitoring purposes and will be confidential and not used to discriminate in favour or against any individual applicant.

Ethnicity

| | | | |
|------------------------|-------------------------|----|--------------------------|
| White | English | 1 | <input type="checkbox"/> |
| | Scottish | 2 | <input type="checkbox"/> |
| | Welsh | 3 | <input type="checkbox"/> |
| | Irish | 4 | <input type="checkbox"/> |
| | Any other white | 5 | <input type="checkbox"/> |
| Mixed | White & Black Caribbean | 6 | <input type="checkbox"/> |
| | White & Black African | 7 | <input type="checkbox"/> |
| | White & Asian | 8 | <input type="checkbox"/> |
| | Any other mixed | 9 | <input type="checkbox"/> |
| Asian or Asian British | Indian | 10 | <input type="checkbox"/> |
| | Pakistani | 11 | <input type="checkbox"/> |
| | Bangladeshi | 12 | <input type="checkbox"/> |
| | Kashmiri | 13 | <input type="checkbox"/> |
| | Any other Asian | 14 | <input type="checkbox"/> |
| Black or Black British | Caribbean | 15 | <input type="checkbox"/> |
| | African | 16 | <input type="checkbox"/> |
| | Any other black | 17 | <input type="checkbox"/> |
| Other Ethnic Groups | Chinese | 18 | <input type="checkbox"/> |
| | Any other ethnic group | 19 | <input type="checkbox"/> |

Please Note: These categories have been recommended to the employers by the Commission for Racial Equality and are being collected to assist us to monitor the effects of its equal rights policy and to meet the requirements of the Race Relations (Amendment) Act 2000.

I am: Female Male

Date of birth:

Job Sharing

If this post is full time and it has been advertised as being suitable for job sharing, please tell us whether you are applying for a full time post or willing to job share, or whether you would consider either:

Full time

Job share

Either

If you would like to job share this post but are unsure as to whether this is possible please contact the school or department concerned.

Disability

We are committed to providing access to employment opportunities for disabled people. To assist us in carrying out this policy please provide any relevant information which has a substantial and long term adverse effect on your ability to carry out day to day activities. This information will be treated as confidential and will only be used to enable selectors to make a fair assessment of your capabilities, taking into account any adjustments that may be required.

Do you consider you have any medical condition or disability which may be covered by the provisions of the Equality Act 2010

Please tick. If you answered YES, please give brief details

No Yes (Details):

Do you have any specific requirements to enable you to attend an interview?

Please tick. If you answer YES, please give brief details

No Yes (Details):

Health

Please note that you may be required to complete a medical questionnaire and/or consent to a medical examination for certain posts.