|  |  |
| --- | --- |
|  | **Application Form**  *Please complete this form electronically* |

|  |
| --- |
| **POST APPLIED FOR** |
|  |

|  |  |  |
| --- | --- | --- |
| **FULL NAME** | | |
| **Title** | **Full name, as on a passport or driving licence; please underline your used first name** | **Former name (if applicable)** |
|  |  |  |

|  |  |
| --- | --- |
| **DATE OF BIRTH** | **NATIONAL INSURANCE NUMBER** |
|  |  |

|  |  |  |
| --- | --- | --- |
| **CURRENT ADDRESS WITH POSTCODE** | | |
|  | | |
| **Home Telephone Number** | **Mobile Telephone Number** | **E-mail address** |

|  |  |
| --- | --- |
| **HOW DID YOU LEARN OF THIS POST?** | |
| **Publication/website/other (give details):** | **Date:** |

|  |  |
| --- | --- |
| **CONNECTIONS WITH NEW ISLINGTON FREE SCHOOL** | |
| Do you know any existing employees or governors of NIFS? If so, how do you know them? | |
| **YES / NO** |  |

|  |  |  |
| --- | --- | --- |
| **PRESENT POSITION** | | |
| **Post Title** | **Name & Address of Employer** | **Notice Period** |
|  |  |  |
| **In post from (month and year)** | **Current Salary plus scale point** |
|  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EDUCATION since age 11 and QUALIFICATIONS**  *continue on separate sheet if necessary* | | | | | |
| **Dates attended (month/year)** | | **Establishment** | **Qualifications received** | | **Grade (if appropriate)** |
| **from** | **to** | **Awarding Body** | **Date Issued** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **FURTHER TRAINING**  *continue if necessary* | | |
| **Course Title** | **Subject** | **Establishment/Duration** |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **MEMBERSHIP OF PROFESSIONAL BODIES** | |
| **Name of Professional Body:** | **Level of Membership:** |
| **DfE Number:** | **Qualified Teacher Status with date (if applicable)** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PREVIOUS EMPLOYMENT**  ***Please complete in chronological order, starting with the most recent.***  ***Include any periods of self-employment or unemployment since leaving full-time education.***  ***Include any part-time employment and voluntary work.***  ***Continue on a separate sheet if necessary.*** | | | | | |
| **Dates (month/year)** | | **Employer/Establishment** | **Post title & Main Responsibilities/Duties** | **Salary or Scale** | **Reason for leaving** |
| **from** | **to** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |
| --- |
| **EXTRA-CURRICULAR INTERESTS**  *Please give details (including any relevant experience) of any activities (sports, outdoor pursuits, music, drama etc) in which you would be particularly keen to play an active role. Please include any other activities in which you would be happy to make a contribution, and/or skills you have to offer.* |
|  |

|  |
| --- |
| **YOUR REASONS FOR APPLYING FOR THIS POST**  ***Please explain your reasons for applying for this post and provide any further information to which you would wish to draw our attention when considering your application. You may continue on a separate sheet, if necessary or, alternatively, provide the information in the form of a letter of application. However, we do not require a curriculum vitae.*** |
|  |

|  |  |
| --- | --- |
| **REFEREES**  ***One referee must be your current or most recent employer; where this is a school one referee must be the Head Teacher.***  *If you are not currently working with children but have done so in the past, one referee must be the employer by whom you were most recently employed in work with children. Please note that references cannot be accepted from relatives or from referees writing solely in the capacity of friends.* | |
| **Referee 1** | **Referee 2** |
| Name  Address:  Tel:  E-mail:  In what capacity does this referee know you? | Name:  Address:  Tel:  E-mail:  In what capacity does this referee know you? |
| ***New Islington Free School may approach any previous employer for the purposes of: establishing whether the applicant has been subject to disciplinary action relating to children; has been subject to child protection concerns, whether or not these resulted in disciplinary action being brought; and verifying qualifications and previous experience.*** | |

|  |
| --- |
| **Equal Opportunities Statement**  NIFS is an equal opportunities employer and welcomes applications from all sections of the community. |
| **GDPR Statement: how your data will be used**  If you are a successful applicant, this application will form part of your personnel file. If your application is unsuccessful this form will be securely destroyed six months after the date of interview |
| **Declaration** |
| I understand that canvassing or giving false information will disqualify my application and may result in summary dismissal post-appointment and, possibly, a referral to the police and educational authorities.  An offer of employment is conditional upon the school receiving a satisfactory Enhanced Disclosure (including a check of the Children’s Barred list) from the Disclosure and Barring Service (DBS)  The school is exempt from the Rehabilitation of Offenders Act 1974. The amendments to the Exceptions Order 1975 (2013) provide that certain spent conviction and cautions are ‘protected’ and are not subject to disclosure to employers and cannot be taken into account.  Further information about these conviction and cautions can be found on the DBS website at [www.gov.uk/dbs](http://www.gov.uk/dbs)  Please note that a criminal record will not necessarily debar you from employment  Please answer these two questions   1. Do you have any conviction, cautions, reprimand or final warnings that are not ‘protected’ by the above legislation Yes / No 2. Do you have any relevant court action pending against you Yes / No   If you have answered ‘yes’ please provide details in a sealed envelope marked ‘Private and Confidential’ and bring it with you if you are called for interview.  Furthermore:  I declare that the information on this form to be the truth and I understand that providing false information is an offence  I confirm that I am not barred from working with children, disqualified from teaching or prohibited from management  I confirm that I am not disqualified from childcare  I consent to NUFS processing the information on this form in accordance with the relevant data protection legislation  I consent to NIFS contacting my referees for the purposes of obtaining references  Signed  Date |
| The school’s policies on safer recruitment and safeguarding are available on our website  Please return to: hello@newislingtonschool.org |