|  |  |
| --- | --- |
| Position applied for |  |
| Individual school/area/s of London you would like to work in |  |

|  |
| --- |
| Section 1: Personal information |
| Title |  | Forenames |  |
| Surname |  |
| Previous surname (if applicable) |  |
| Current address |  |
| Home telephone number |  |
| Mobile telephone number |  |
| Email address |  |
| National Insurance number |  |
| Do you have qualified teacher status? |  **[ ]** Yes      Date awarded |  **[ ]** No |  **[ ]** Studying towards |
| Are you registered with the DfE as a qualified teacher? |  **[ ]** Yes |  **[ ]** No | DfE Reference number |  |
| Are you related to any member of the Governing Body, Local Authority elected member of official, or officer of the LDBS |  **[ ]** Yes |  **[ ]** No | If YES please give details |
| Section 2: Current employmentIf you are currently at university/college please give details of the university/college you are attending. |
| Name and address and telephone number of current employer |       |
| Current job title |       |
| Current salary |       | Date started |       |
| Describe your current role in terms of its responsibilities and relationships (no more than 250 words)       |
| What notice period are you required to give? |  |
| Section 3: Previous employmentPlease list your career history beginning with your most recent employment. Please continue on an additional piece of paper if necessary. |
| Name, address and telephone number of employer      | Job Title      | From mm/yy      | To mm/yy      |
| Brief description of responsibilities (no more than 50 words)      | Reason for leaving      | Salary at leaving |
| Name, Address and telephone number of employer      | Job Title      | From mm/yy      | To mm/yy      |
| Brief description of responsibilities (no more than 50 words)      | Reason for leaving      | Salary at leaving      |
| Name of Employer      | Job Title      | From mm/yy      | To mm/yy      |
| Brief description of responsibilities (no more than 50 words)      | Reason for leaving      | Salary at leaving      |
| Name of Employer      | Job Title      | From mm/yy      | To mm/yy      |
| Brief description of responsibilities (no more than 50 words)      | Reason for leaving      | Salary at leaving      |
| Section 4: Qualifications Please list any qualifications gained after leaving secondary education. Please include any qualifications you are currently studying towards. |
| Name of institution (most recent first) | Course title/subject | Level of qualification(Degree etc.) | Finish date/date of final exam |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Section 4: In-service training/CPDPlease include both long and short courses you have attended over the last three years  |
| Organising body ( LDBS, local authority, St John Ambulance) | Course title/subject | Number of days | Finish date/date of final exam |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |

|  |
| --- |
| Section 4: Secondary school qualificationsPlease list all of your A level or equivalent qualifications and grades. For GCSE or equivalent qualification please provide the grades for English and Mathematics and the total number of grades A\* - C or 9 – 4 . |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of school/college | Subject | A level, GCSE,equivalent | Grade achieved | Finish date/date of final exam |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
| Section 5: Supporting statementPlease include a separate supporting statement, no longer than three sides of A4, with reference to the job description and person specification, explaining why you are applying for the role and why you are a strong candidate. Please include details of voluntary work or offices held that are relevant to this application. |
|  |

|  |
| --- |
| Section 6: Working in a Church of England school, academy or organisationWe welcome people of many faiths and beliefs. We do, however, ask that all staff should support the values, ethos and philosophy of the Church of England. We expect our school leaders to demonstrate a clear commitment to the Christian ethosIf you are a practising member of a Christian church, please give details below: |

|  |  |  |  |
| --- | --- | --- | --- |
| Place of worship | Address | Denomination | Diocese |
| If possible please give details of a parish priest or minister from whom a reference may be obtained: |
| Name |  |
| Job title |  |
| Address |  |
| Email address |  |
| Telephone number |  |
| Mobile number |  |
| **Please include a short statement about why you are interested in working in a Church of England school or academy** |

|  |
| --- |
| Section 7: ReferencesPlease give details of two professional referees, the first of which must be your current or most recent employer.  |
| **Referee 1** | **Referee 2** |
| Name |  | Name |  |
| Job Title |  | Job Title |  |
| Address |  | Address |  |
| Email Address |  | Email Address |  |
| Telephone no. |  | Telephone no. |  |
| Mobile no. |  | Mobile no. |  |
| Relationship |  | Relationship |  |

|  |
| --- |
| Section 8: Data Protection - application privacy notice |
| **All data requested in this form is mandatory unless stated otherwise.****The LDBS/school requires this data in order to meet its legal and regulatory obligations and undertake the recruitment process to potentially enter into a contract of employment with the successful candidate/s.Under data protection law. You have the right to be informed about how the LDBS/school collects and uses any personal data it holds about you, please see the LDBS/school’s Privacy Notice for Job Applications found on its website for this information.**The LDBS/school takes any complaints about its collection and use of personal information very seriously. If you think that the LDBS’s/school’s collection or use of personal information is unfair, misleading or inappropriate, or you have any other concern about its data processing, in the first instance please raise this with the individual school or the LDBS’s independent Data Protection Officer via dpo@london.anglican.org. Alternatively, you can refer a complaint to the Information Commissioner’s Office.  |

|  |
| --- |
| Section 9: Applicant declaration |
| I declare that the information given on this form is correct to the best of my knowledge and belief, and I understand that any false statements on this form are an offence and could result in my application being rejected or summary dismissal and, where relevant, possible referral to the teachers’ misconduct team or the police, if appropriate. I agree that the information I give you in connection with this application for employment may be stored and processed for the purpose of personnel management. |
| Date:  | Signed:  |
| If applying online you will be asked to sign your application at interview. |
| If your application is not successful at the school mentioned at the beginning of this form, would you be happy for your application to be passed on to another LDBS school with a similar vacancy? All information would be handled and transferred under the terms of the General Data Protection Regulation 2018. |
| Yes:  | No:  |

|  |
| --- |
| Section 10: Confidential monitoring information |
| This section of the form will be removed before shortlisting. |
| 1. Gender:      2. Date of Birth:       |
| 3. Ethnicity form: Choose one section from A-E and then tick the appropriate box to indicate your cultural background. |
|  **A** White **[ ]** English, Welsh, Scottish, Northern Irish or British **[ ]** Irish  **[ ]** Gypsy or Irish Traveller **[ ]** Roma **[ ]** Any other White background, please write  in:      **B** Mixed or Multiple Ethnic Groups **[ ]** White and Black Caribbean **[ ]** White and Black African **[ ]** White and Asian**[ ]** Any other Mixed or multiple ethnic background, please write in:         | **C** Asian or Asian British**[ ]** Indian **[ ]** Pakistani**[ ]** Bangladeshi**[ ]** Chinese**[ ]** Any other Asian background, please write in:      **D** Black, Black British, Caribbean or African **[ ]** Caribbean**[ ]** African**[ ]** Any other Black, Black British or Caribbean background, please write in:      **E** Other ethnic group **[ ]** Arab**[ ]** Any other background, please write in:       |
| 4. Do you consider yourself to have a disability or health condition? Yes **[ ]**  No **[ ]**  Prefer not to say **[ ]** What is the effect or impact of your disability or health condition on your ability to give your best at work? Please write in here:     The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’ if invited to interview, then please discuss this with the manager running the recruitment process. |