



# London Diocesan Board for Schools

## Application Form

**CONFIDENTIAL. PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS**

Position applied for	Click or tap here to enter text.
Individual school / area(s) of London you would like to work in	Click or tap here to enter text.

### Section 1: Personal Information

Title	Click or tap here to enter text.	Forenames	Click or tap here to enter text.	
Surname	Click or tap here to enter text.			
Previous Surname (if applicable)	Click or tap here to enter text.			
Current address	Click or tap here to enter text.			
Home telephone number	Click or tap here to enter text.			
Mobile telephone number	Click or tap here to enter text.			
Email	Click or tap here to enter text.			
National Insurance Number	Click or tap here to enter text.			
Do you have qualified teacher status?	<input type="checkbox"/> Yes Click or tap here to enter text. Date Awarded	<input type="checkbox"/> No	<input type="checkbox"/> Studying towards	
Are you registered with the DfE as a qualified teacher?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	DfE Reference Number	Click or tap here to enter text.
Are you related to any member of the Governing Body, Local Authority elected, senior LA official or officer of the LDBS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, please give details Click or tap here to enter text.	

London Diocesan Board for Schools, 36 Causton Street, London SW1P 4AU | [ldbs.co.uk](http://ldbs.co.uk) | 0207 932 1100

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## Section 2: Current employment

If you are currently at university/college please give details of the university/college you are attending

Name, Address and Telephone Number of Current Employer	Click or tap here to enter text.		
Current Job Title	Click or tap here to enter text.		
Current Salary	Click or tap here to enter text.	Date Started	Click or tap here to enter text.
Describe your current role in terms of its responsibilities and relationships (no more than 250 words) Click or tap here to enter text.			
What notice period are you required to give?	Click or tap here to enter text.		

## Section 3: Previous employment

Please list your career history beginning with your most recent employment. Please continue on an additional piece if necessary.

Name, address and telephone number of employer	Job Title	From mm/yy	To mm/yy
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.



<p><b>Brief description of responsibilities (no more than 50 words)</b></p> <p>Click or tap here to enter text.</p>		<p><b>Reason for leaving</b></p> <p>Click or tap here to enter text.</p>	<p><b>Salary at leaving</b></p> <p>Click or tap here to enter text.</p>
<p><b>Name, address and telephone number of employer</b></p> <p>Click or tap here to enter text.</p>	<p><b>Job Title</b></p> <p>Click or tap here to enter text.</p>	<p><b>From mm/yy</b></p> <p>Click or tap here to enter text.</p>	<p><b>To mm/yy</b></p> <p>Click or tap here to enter text.</p>
<p><b>Brief description of responsibilities (no more than 50 words)</b></p> <p>Click or tap here to enter text.</p>		<p><b>Reason for leaving</b></p> <p>Click or tap here to enter text.</p>	<p><b>Salary at leaving</b></p> <p>Click or tap here to enter text.</p>
<p><b>Name, address and telephone number of employer</b></p>	<p><b>Job Title</b></p> <p>Click or tap here to enter text.</p>	<p><b>From mm/yy</b></p> <p>Click or tap here to enter text.</p>	<p><b>To mm/yy</b></p>



Click or tap here to enter text.			Click or tap here to enter text.
<b>Brief description of responsibilities (no more than 50 words)</b> Click or tap here to enter text.		<b>Reason for leaving</b> Click or tap here to enter text.	<b>Salary at leaving</b> Click or tap here to enter text.

## Section 4: Qualifications

Please list any qualifications gained after leaving secondary education.  
Please include any qualifications you are currently studying towards.

Name of institution	Course title/subject	Level of qualification (Degree etc.)	Finish date/date of final exam
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

## Section 4: In-service training/CPD

Please include both long and short courses you have attended over the last three years.

Organising body (e.g. LDBS, Local Authority, St John Ambulance)	Course Title/Subject	Number of days	Finish date/date of final exam
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.



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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

## Section 4: Secondary School Qualifications

Please list all of you're A Level or equivalent qualifications and grades. For GCSE or equivalent qualification please provide 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	Finish date/date of final exam
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

## Section 5: Supporting Statement

Please include a separate supporting statement, no longer than three sides of A4, with reference to the job description and person specification, explain 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.



Click or tap here to enter text.

## Section 6: Working in a Church of England school, academy or organisation

We 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 ethos.

If you are a practicing member of a Christian church, please give details below.

<b>Place of worship</b> Click or tap here to enter text.	<b>Address</b> Click or tap here to enter text.	<b>Denomination</b> Click or tap here to enter text.	<b>Diocese</b> Click or tap here to enter text.
<b>Name</b>	Click or tap here to enter text.		
<b>Job Title</b>	Click or tap here to enter text.		
<b>Address</b>	Click or tap here to enter text.		
<b>Email</b>	Click or tap here to enter text.		
<b>Telephone number</b>	Click or tap here to enter text.		



Mobile telephone number	Click or tap here to enter text.
<p>Please include a short statement about why you are interested in working in a Church of England school or academy.</p> <p>Click or tap here to enter text.</p>	

## Section 7: References

Please give details of two professional referees, the referee one must be your current or most recent employer.

Referee 1

Referee 2

Name	Click or tap here to enter text.	Name	Click or tap here to enter text.
Job Title	Click or tap here to enter text.	Job Title	Click or tap here to enter text.
Address	Click or tap here to enter text.	Address	Click or tap here to enter text.
Email	Click or tap here to enter text.	Email	Click or tap here to enter text.
Telephone number	Click or tap here to enter text.	Telephone number	Click or tap here to enter text.
Mobile telephone number	Click or tap here to enter text.	Mobile telephone number	Click or tap here to enter text.



Relationship	Click or tap here to enter text.	Relationship	Click or tap here to enter text.
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## 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 to 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 if you have any other concerns about its data processing, in the first instance please raise this with the individual school or the LDBS's independent Data Protection Office via, [dpo@london.anglican.org](mailto: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 offense and could result in my application being rejected or summary dismissal and, where relevant, possible referral to the teachers' misconduct team or the police. 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 you are 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.

Gender [Click or tap here to enter text.](#)

Date of Birth [Click or tap here to enter text.](#)

Ethnicity: 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

Traveller

- Roma
- Any other White background, please write in: [Click or tap here to enter text.](#)

Chinese

**C Asian or Asian British**

- Indian
- Pakistani
- Bangladeshi

- Any other Asian background, please write in: [Click or tap here to enter text.](#)

Gypsy or Irish

**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: [Click or tap here to enter text.](#)

**D Black, Black British, Caribbean or African**

- Caribbean
- African
- Any other Black, Black British or Caribbean background, please write in: [Click or tap here to enter text.](#)

**E Other Ethnic Group**

- Arab
- Any other background, please write in: [Click or tap here to enter text.](#)

Do you consider yourself to have a disability or health condition?



Yes

No

Rather not say

What is the effect or impact of your disability or health condition on your ability to give your best at work?  
Click or tap here to enter text.

The information on this form is for monitoring purposes only. If you believe you need a 'reasonable adjustment' if invited to an interview, then please discuss this with the manager running the recruitment process.