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| **Harbour Learning Trust**  Low Road, Healing, DN41 7QD  Post applied for: ……………………………………………..  Academy …………………………………….. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **PERSONAL DETAILS** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | Miss, Mr, Mrs, Ms, other:……………. | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| Previous or other names | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| Home Address | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| Post Code | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| Telephone | Home | | | |  | | | | | | | | | | | DfE No. | | | | | |  | | | | | |
|  | Work | | | |  | | | | | | | | | | | N I No. | | | | | |  | | | | | |
| Mobile | | | |  | | | | | | | | | | | E-mail address | | | | | |  | | | | | |
| * Do you have the right to work in the UK? Yes No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Have you worked overseas for a period of 12 months Yes No   or more in the last 10years ? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * If yes do you hold an Overseas Criminal Record Certificate? Yes No | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **PRESENT EMPLOYMENT** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| School  **(name, type and Authority or Multi- Academy Trust if appropriate)** | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| ❒ Full Time ❒ Part Time | | | | | | | Number on roll | | | | | | | | | | | | | | Ages taught | | | | | | |
| Your current role and a brief outline of your key responsibilities | | | | | | |  | | | | | | | | | | | | | | | | | | | | |
| Date of Appointment | | | | | | | Salary | | | | | | | | Salary Scale  Discretionary Points  Mandatory Points  Total Points | | | | | | | | | | | | |
| * What notice must you give to terminate your present employment? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * When could you commence employment with us? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **RECORD OF ALL OTHER TEACHING EXPERIENCE/POSTS HELD**   **(EXCLUDING PRESENT POST) IN CHRONOLOGICAL ORDER, ie exact dates for all posts held)**  **(STUDENTS SEEKING FIRST APPOINTMENT SHOULD ENTER DETAILS OF TEACHING PRACTICE)** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Employing Authority or Multi- Academy Trust | | | | School  **(name, type and age range)** | | | | | | FT | PT | | Number on roll | | | | | | Salary (**Point/Scale)** | | | | Ages taught | | Dates | | |
|  | | | |  | | From | | To |
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| * State age group for which mainly trained | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * What are your main teaching subjects/ subject specialisms? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **EDUCATION (enter in chronological order)** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Secondary School/s,  Further Education,  Higher Education. | | | | | | State whether full-time or part-time | | Date of | | | | | | | | | | | | **Qualifications obtained and subjects passed with date in each case. If degree, state whether honours and give class and subject.** | | | | | | | |
| Entering | | | | | | Leaving | | | | | |
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| **Note:** If a course of full-time study for a degree extended over a period of four years, please state whether this was the normal period of the course. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Qualifications other than a degree entitling you to rank as a graduate for salary purposes or if specifically recognised by the Department for Education. Please give particulars, with dates. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 1. **EDUCATIONAL/RELEVANT TRAINING UNDERTAKEN** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Course | | | | | | | | | | | | Date | | | | | | Duration of Course | | | | | | | | | |
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| * Give a statement of any activities, not mentioned above, educational, sporting or extra-curricular, in which you have taken particular interest. Ability to play any musical instrument should be noted. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| * Details of previous employment other than teaching. Give full particulars and dates.   **All ‘breaks’ in your employment history must be recorded.** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name and details of employer | | | Type of employment | | | | | | Date of starting employment | | | | | | | | Date ending employment | | | | | | | Reason for leaving | | | |
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| * Information you wish to give in support of your application. (i.e. Your letter of application)   ***You are welcome to extend the length of this section to include all relevant information or to include this as a separate letter.*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **DISCIPLINARY/SAFEGUARDING ISSUES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Have you ever been subject to disciplinary proceedings or a written warning? Yes No  If so please give details. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Have you ever been subject to an investigation in connection with safeguarding? Yes No  If so please give details. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **DISCLOSURE AND BARRING AND CHILDCARE DISQUALIFICATION** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harbour Learning 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 Offenders Act 1974 (Exceptions) Order 1975  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 Healing Multi Academy Trust privacy statement.  **Do you have a DBS certificate?:** ☐Yes ☐No Date of check: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **8. REFERENCES** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name and addresses of two persons from whom professional written references can be obtained:  ***(For Headteachers, one of whom must be the chair of Governors of your current school. For all other teachers, one of whom must be your current Headteacher)*** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name | |  | | | | | | | | | | | | | | | | | | | Tel No. | | | | | | |
| Address | | | | | | | | | | | | | | | | | | | | | Status | | | | | | |
| Email: | |  | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name | |  | | | | | | | | | | | | | | | | | | | Tel No. | | | | | | |
| Address | |  | | | | | | | | | | | | | | | | | | | Status | | | | |  | |
| Email: | |  | | | | | | | | | | | | | | | | | | | | | | | | | |
| I agree that during the course of any employment I will inform the Chair of Governors immediately of any involvement with or conviction for a criminal offence (other than minor traffic and parking offences)  The particulars are correct to the best of my knowledge and belief:-  **Signed:**  **Date:**  **Applicants offered an appointment will be subject to a Disclosure & Barring Service enhanced disclosure. We have reluctantly adopted the practice of not acknowledging applications received. If you have not heard from us within six weeks if the closing date for applications, please assume that you were unsuccessful on this occasion. No further communication will be made.**  **NB. The School reserves the rights to verify claims made on this application form** | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **APPLICATION INFORMATION IMPORTANT -**  **PLEASE RETURN YOUR APPLICATION AT THE EARLIEST CONVENIENCE AS APPLICATIONS RECEIVED AFTER THE CLOSING DATE WILL NOT BE CONSIDERED**  **This application form should be sent to: recruitment@harbourlearningtrust.com** | | | | | | | | | | | | | | | | | | | | | | | | | | | |