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**APPLICATION FORM - TEACHER**

**Personal Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Position applied for: | Click or tap here to enter text. | | | |
| Where did you find out about this Job? | Please select | | | |
| Title: | Click or tap here to enter text. | | | |
| Full Name: | Click or tap here to enter text. | | | |
| Date of Birth: | Click or tap here to enter text. | | | |
| Do you hold a full, clean driving licence? | YES **or** YES, with penalty points  NO | | | |
| Are you related to an employee who works for the school or Trust? | | | | YESNO |
| If yes, please provide details below: | |  | | |
| Name of school: | | Click or tap here to enter text. | | |
| Full Name: | | Click or tap here to enter text. | | |
| Job Title: | | Click or tap here to enter text. | | |
| Relationship to you (aunt, brother, partner etc): | | Click or tap here to enter text. | | |
| Are there any restrictions on your being resident or being employed in the UK? | | | YESNO | |
| If **yes,** please specify | | | Click or tap here to enter text. | |
| Do you require permission to work in the UK? | | | YESNO | |
| If selected for interview, are there any special arrangement or adjustments you require? Please specify. | | | Click or tap here to enter text. | |

**Personal Contact Details**

|  |  |
| --- | --- |
| Mobile Telephone: | Click or tap here to enter text. |
| Home Telephone: | Click or tap here to enter text. |
| Email: | Click or tap here to enter text. |
| Home Address:  Postcode: | Click or tap here to enter text. |

**Current Employment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Job Title: | Click or tap here to enter text. | | | |
| Employer: | Click or tap here to enter text. | | | |
| Dates of employment: | Start Date: | Click or tap here to enter text. | End Date: | Click or tap here to enter text. |
| Brief Description of main responsibilities: |  | | | |
| Contract Type: | Choose an item. | | | |
| Notice Required: | Click or tap here to enter text. | | | |
| Reason for leaving: | Click or tap here to enter text. | | | |
| Full time salary: | Click or tap here to enter text. | | | |
| Grade/Point on scale, e.g., M1, UPS1, unqualified etc. | Click or tap here to enter text. | | | |
| Additional Allowances: | Click or tap here to enter text. | | | |

**Previous Employment** (Please provide full employment history starting with most current – more information can be provided on the additional information sheet if necessary).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Employer: | Job Title | Employed From: (DD/MM/YYYY) | Employed Until: (DD/MM/YYYY) | Salary | Reason for Leaving |
|  |  |  |  |  |  |

**Education / Qualifications**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of Schools/ College/ University Attended | Periods of Study  Please indicate Full/Part Time | | Degrees or certificates obtained | Dates of Awards |
| From | To | Details/subject/grades |  |
|  |  |  |  |  |

**Professional Details**

|  |  |  |  |
| --- | --- | --- | --- |
| DfE number: | Click or tap here to enter text. | Subjects taught: | Click or tap here to enter text. |
| Teachers’ Pension Scheme: | YESNO | Key Stages: | Click or tap here to enter text. |
| QTS: | YESNO | Are you qualified to teach in the UK? | YESNO |
| NPQH: | YESNO |  |  |

**Professional Memberships**

|  |  |  |  |
| --- | --- | --- | --- |
| Relevant Institute/Body | Class of Membership e.g. Associate, Member, Student, Fellow etc. | Expiry Date | State if Examination |
|  |  |  |  |

**Personal Development & Additional Learning**

|  |  |
| --- | --- |
| Learning & Development Activity/Course Details | Date |
|  |  |

**Gaps in employment/education history**

|  |  |
| --- | --- |
| Do you have any gaps in your employment or education history? | YESNO |
| **If yes,** please provide details below: | |
|  | |
| Will this be your only job if successful | YESNO |
| **If no**, please provide details below: | |
|  | |

**References**

Please provide employment references; the first must be your current or most recent employer. If you have worked for more than one employer in the last 3 years, please provide referees to cover each period of employment. If your referee no longer works for the employer, please provide the HR department email address (please

|  |  |
| --- | --- |
| Employer/Company Name: | Click or tap here to enter text. |
| Referee Name: | Click or tap here to enter text. |
| Position held: | Click or tap here to enter text. |
| Referee Type: | Choose an item. |
| Work Email: | Click or tap here to enter text. |
| Telephone Number: | Click or tap here to enter text. |
| I consent to you obtaining my reference prior to interview: | YESNO |

|  |  |
| --- | --- |
| Employer/Company Name: | Click or tap here to enter text. |
| Referee Name: | Click or tap here to enter text. |
| Position held: | Click or tap here to enter text. |
| Referee Type: | Choose an item. |
| Work Email: | Click or tap here to enter text. |
| Telephone Number: | Click or tap here to enter text. |
| I consent to you obtaining my reference prior to interview: | YESNO |

**Supporting Statement**

Please read this section carefully as this is the most important part of your application

Using this page and if needed additional paper, **demonstrate** your ability to meet the requirements of the job by giving clear, concise examples in order of each criterion in the Person Specification. No more than 2 pages.

**Pre-employment checks**

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Please be aware that if you are successful in applying for a role within our Trust, you will be subject to pre-employment checks which will include declaring that:

* you are not on a relevant barred list (a Department for Education list of people whose employment has been barred or restricted on grounds of misconduct or on medical grounds)
* you are not disqualified from work with children and/or vulnerable adults
* you are not subject to sanctions imposed by a regulatory body (for example the DfE)
* you do not have any convictions, cautions, reprimands or final warnings, whether in the United Kingdom or in another country (this does not include those defined as “protected” by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

Knowingly giving false information, or failing to omit information, could result in the withdrawal of any offer of appointment, or my dismissal at any time in the future. If you have any concerns about this and wish to speak in confidence to someone prior to submitting your application, please email [HRSupport@togetherlearningtrust.co.uk](mailto:HRSupport@togetherlearningtrust.co.uk).

**Signed:** Click or tap here to enter text. **Print Name:**Click or tap here to enter text.

**Date:**Click or tap here to enter text.

**Additional Notes/Referee Information**

|  |
| --- |
|  |

**Equal Opportunities Monitoring**

The Together Learning Trust is dedicated to ensuring all its applicants and employees have equal opportunities, dignity in the workplace and are not discriminated against. The information collected in this form will be used to ensure positive equal opportunity practices in our schools and help us improve upon them.

**Data collection**

Please note that the following information is detached from your application, is anonymous and will not be available to anyone involved in shortlisting or selection for appointment to this position. This data is collected to enable us to effectively monitor our recruitment and selection processes and ensure equality of opportunity for all candidates.

Please click [here](https://docs.google.com/forms/d/e/1FAIpQLSfOHJUhEfFhAbTiWx0vdlJ0K-M35G-3jMmCssiIt-h58UmczA/viewform?entry.1174253109=Honley+test) to complete our short equal opportunities monitoring form