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| **Job title of the vacancy** | |  | | | | | | | | | | | |
| **Where did you see this vacancy advertised?** | |  | | | | | | | | | | | |
| **Which school/setting is the vacancy based at?**  (Type ‘X’ in the relevant boxes) | |  | | **Christchurch Junior School** | | | |  | | | **Stourfield Junior School** | | | | |  | | **Twynham TGS (both schools)Twynham Learning Logo** | |
|  | | **Poole High School** | | | |  | | | **Twynham School (only)** | | | | |  | | **Twynham Primary School** | |
|  | | **Stourfield Infant School** | | | |  | | | **The Grange School (only)** | | | | |  | | **Core Services** | |
| **Personal Details** | | | | | | | | | | | | | | | | | | |
| Preferred title:  (Type ‘X’ in the relevant box) | |  | **Mr** | | | |  | | | **Mrs** | | | | |  | | **Miss** | |
|  | **Ms** | | | |  | | | **Mx** | | | | |  | | **Dr** | |
|  | **Lady** | | | |  | | | **Lord** | | | | |  | | **Prof** | |
|  | |  | **Other** | | | | **Please specify other title:** | | | | | | | |  | | | |
| Legal first name: | |  | | | | | | | | | | | | | | | | |
| Legal surname: | |  | | | | | | | | | | | | | | | | |
| First name you prefer to be known as (if different to legal first name): | |  | | | | | | | | | | | | | | | | |
| Surname you prefer to be known as (if different to legal surname): | |  | | | | | | | | | | | | | | | | |
| Previous names: | |  | | | | | | | | | | | | | | | | |
| Personal email address: | |  | | | | | | | | | | | | | | | | |
| National Insurance number: | |  | | | | | | | | | | | | | | | | |
| **Telephone Contact Details** | | | | | | | | | | | | | | | | | | |
| Home: | |  | | | | | | | | | | | | | | | | |
| Work: | |  | | | | | | | | | | | | | | | | |
| Mobile: | |  | | | | | | | | | | | | | | | | |
| Preferred contact number:  (Type ‘X’ in the relevant box) | |  | **Home** | | | |  | | | **Work** | | | | |  | | **Mobile** | |
| **Current Home Address Details** | | | | | | | | | | | | | | | | | | |
| Address 1: | |  | | | | | | | | | | | | | | | | |
| Address 2: | |  | | | | | | | | | | | | | | | | |
| Town/City: | |  | | | | | | | | | | | | | | | | |
| County: | |  | | | | | | | | | | | | | | | | |
| Postcode: | |  | | | | | | | | | | | | | | | | |
| Country: | |  | | | | | | | | | | | | | | | | |
| **Special Interview Requirements -** we welcome applications from disabled people and all sections of our community | | | | | | | | | | | | | | | | | | |
| If you would like any adjustments to support you to engage with our interview/selection process, please provide details here: | |  | | | | | | | | | | | | | | | | |
| **Your Current (or Most Recent) Employer-** leave blank if you’ve never been in paid employment | | | | | | | | | | | | | | | | | | |
| Name of employer: | |  | | | | | | | | | | | | | | | | |
| Your job title there: | |  | | | | | | | | | | | | | | | | |
| Date you started (dd/mm/yy): | |  | | | | | | | | | | | | | | | | |
| Annual salary:  (If you don’t work full-time, please tell us your pro rata salary here) | |  | | | | | | | | | | | | | | | | |
| Leaving status:  (Type ‘X’ in the relevant box) | |  | | | **I still work there** | | | | | | |  | **I have left their employment** | | | | | |
| Leaving date (if applicable): | |  | | | | | | | | | | | | | | | | |
| Your reason(s) for leaving/looking for a new job: | |  | | | | | | | | | | | | | | | | |
| **Other Employment and Volunteering History** | | | | | | | | | | | | | | | | | | |
| Please give details of your full remaining employment and volunteering history (since full-time education).  List them in order of newest to oldest. You must explain the reason for any gaps between them. | | | | | | | | | | | | | | | | | | |
| **Name of employer** | **Your job title there** | | | | | **Start date** | | | **Leaving date** | | | | **Reason for leaving / explanation for any gap** | | | | | | | |
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| **Further and Higher Education History** | | | |
| Please give details of any further/higher educational institutions you have studied at (since, but not including, your secondary education). Include colleges, sixth forms, universities, polytechnics etc.  List them in order of newest to oldest. You must explain the reason for any gaps between them. | | | |
| **Name of institution** | **What course(s) did you study there?** | **Start date** | **Leaving date / explanation for any gap** |
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| **Your Qualifications and Relevant Training** | | | |
| Include secondary education qualifications (eg. GCSEs), short courses and professional training/qualifications. | | | |
| **Qualification / training** | **Grade awarded**  **(if applicable)** | **Awarding body / Training provider** | **Date qualification awarded / training completed** |
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| **Your Personal Statement** | | | |
| Use this section to explain how your skills, experience and knowledge make you a suitable candidate for the job. You could include any voluntary work, leisure interests and other activities which you consider to be relevant to the role. You must say how you meet the requirements set out in the attributes sections of the job description, and how your previous experience is relevant to the main duties/repsonsibilities of the post.  The box will expand to allow you to add as much text as you wish.  If completing this form by hand, add an extra sheet of paper and write your statement on it. | | | |
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| **Membership of Professional/Technical Bodies** | |
| If you are currently a member of any professional or technical bodies, please provide details here: |  |

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| **Driving -** type ‘X’ in the relevant boxes | | | | |
| Do you hold a current driving licence? |  | **Yes** |  | **No** |
| Do you have the use of a private vehicle for commuting? |  | **Yes** |  | **No** |
| Do you have a D1 minibus licence? |  | **Yes** |  | **No** |

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| **Right to Work in the UK and overseas living/working -** type ‘X’ in the relevant box | | | | |
| Do you have the right to work in the UK? |  | **Yes** |  | **No** |
| Have you lived or worked in any country outside the UK for six months or more (whether continuously or in total) in the last 5 years, while aged 18 or over? |  | **Yes** |  | **No** |

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| **Questions for TEACHING STAFF VACANCIES ONLY –** skip this grey section if you’re applying for a support staff role | | | | |
| Do you hold Qualified Teacher Status (QTS)? |  | **Yes** |  | **No** |
| What is your [Teacher Reference Number](https://www.gov.uk/guidance/teacher-reference-number-trn) (TRN)? |  | | | |
| Have you successfully completed a statutory induction period  (also known as “NQT” or “ECT”)? |  | **Yes** |  | **No – I intend to do this** |
|  | **No – I am exempt** |

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| **References** | | | | | |
| Please provide contact details for two people (from two different organisations) who have agreed to supply a reference about you. We will contact them if you are shortlisted (before your interview). Your referees must know you from work, volunteering or education and be senior people with appropriate authority to give a reference on behalf of their organisation (e.g. senior management or HR). We cannot accept references from your relatives or anyone writing in the capacity of friend or neighbour only. At least one referee must be from an organisation where you worked with children (unless you have never worked with children before). | | | | | |
| **Referee 1 – MUST BE FROM YOUR CURRENT OR MOST RECENT EMPLOYMENT/VOLUNTEERING/EDUCATION** | | | | | |
| Name of referee: | |  | | | |
| Referee’s job title: | |  | | | |
| Employer/organisation name: | |  | | | |
| Address 1: | |  | | | |
| Address 2: | |  | | | |
| Town/City: | |  | | | |
| County: | |  | | | |
| Postcode: | |  | | | |
| Country: | |  | | | |
| Telephone number: | |  | | | |
| Professional/work email address: | |  | | | |
| Relationship to you (e.g. Manager/Headteacher/HR): | |  | | | |
| Did you work with children at this referee’s organisation?  (Type ‘X’ in the relevant box) |  | | **Yes** |  | **No – my other referee covers a role where I worked with children** |
|  | | **No - I have never worked with children** | | |
| **Referee 2** | | | | | |
| Name of referee: | |  | | | |
| Referee’s job title: | |  | | | |
| Employer/organisation name: | |  | | | |
| Address 1: | |  | | | |
| Address 2: | |  | | | |
| Town/City: | |  | | | |
| County: | |  | | | |
| Postcode: | |  | | | |
| Country: | |  | | | |
| Telephone number: | |  | | | |
| Professional/work email address: | |  | | | |
| Relationship to you (e.g. Manager/Headteacher/HR): | |  | | | |
| Did you work with children at this referee’s organisation?  (Type ‘X’ in the relevant box) |  | | **Yes** |  | **No – my other referee covers a role where I worked with children** |
|  | | **No – I have never worked with children** | | |
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| If you’d like us to contact you before requesting references, please give details here: | | |  | | |

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| **Online Activity Search Details** | | | | | |
| If you are shortlisted, we may carry out a search on your publicly available online activity. This search is solely for the purposes of identifying candidates who are unsuitable to work with children and the findings will be discussed with you at your interview. To help with this, please provide your username/handle for any social media platforms that you are currently registered on. Leave this blank for any platforms that you’re not registered on. | | | | | |
| **Platform** | **Your Username/Handle** |  | **Platform** | **Your Username/Handle** |
| Facebook | Facebook.com/ |  | Reddit | u/ |
| Twitter | @ |  | LinkedIn |  |
| Instagram |  |  | Nextdoor |  |
| TikTok |  |  | Other(s): |  |

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| **Declarations (mandatory for all applications)** |
| I certify to the best of my knowledge and belief that the information in this application is true and accurate. I understand that if the information is false or misleading it will disqualify me from being appointed (or could lead to a disciplinary action or dismissal if I’ve already been appointed). I acknowledge that electronic receipt of this form by Twynham Learning will be deemed equivalent to submission of a signed version and will constitute confirmation of the declaration.  For the purposes of the Data Protection Act 2018 and the General Data Protection Regulation (GDPR), I give my consent to this form and related information being processed and retained on file by Twynham Learning and relevant third parties in administering its recruitment process (as set out in the [Privacy Notice](https://www.twynhamlearning.com/187/staff-vacancies)).  Type ‘X’ in the box below to agree to this declaration (mandatory). |

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| --- | --- |
|  | **Yes** |

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| **Email your completed application form to** [**recruitment@twynhamlearning.com**](mailto:recruitment@twynhamlearning.com)**. Don’t forget to send your Diversity Questionnaire at the same time.** |