

**Application for Employment:**

*Thank you for applying for this post, and for your interest in our school! Please complete the form fully. Incomplete forms cannot be accepted. Please read any guidance notes carefully. If you have any queries, please email admin@webster.manchester.sch.uk*

**Vacancy applied for: Year 1 Class Teacher**

**Closing Date**: Friday 12th November @ 12 Midday

**Data Protection Notice:**

Throughout this form we ask for some personal data about you. We’ll only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law.

* You have given us your consent
* We must process it to comply with our legal obligations

Disclosure and Barring and Disqualification

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| *Webster Primary School 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 are not “protected” under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.*  *We will use the DBS check to ensure we comply with the Childcare Disqualification Regulations. It is an offence to provide or manage childcare covered by these regulations if you are disqualified.*  *Any data processed as part of the DBS check will be processed in accordance with data protection regulations and Webster Primary Schools privacy statement.*  *Do you have a DBS certificate?: ​☐ Yes​ ☐ No​ Date of check:* |

**Your Details**

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| **Forename**: |
| **Surname**: |
| **Previous Name**: |
| **Date of Birth**: |
| **National Insurance Number**: |
| **Home Address**: |
| **Telephone**: |
| **Email address**: |
| **I am disabled**: **Yes/No** (please delete) |

**Present or Most Recent Employment**

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| **Job Title**: |
| **Name of Employer**: |
| **Address**: |
| **Start Date**: |
| **End Date**: |
| **Reason for Leaving** (if applicable): |

**Qualifications**

*Please record your qualifications carefully here. We need teaching qualification, degree, A Levels, GCSE’s and any other relevant awards. Start with the most recent and work backwards. Complete the table fully!*

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| **Establishment** | **Qualification** | **Subject** | **Grade** | **Date of Award** |
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**Teacher Status**

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| **Teacher reference number** |  |  |
| **Do you have QTS?** |  | **Date of qualification**: |

**Right to work in the UK?**

* Yes (on what basis)
* Uk Citizen
* EU Settled Status
* Graduate Visa
* Skilled Worker Visa
* Other
* No

**Other Relevant Training**

*If you have any other relevant In-Service training to tell us about, record it here.*

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| **Training/Qualification** | **Date** | **Training/Qualification** | **Date** |
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**Teaching Career or Experience**

*Please list your teaching posts or practices here. Again, begin with the most recent and work backwards. Complete the table fully.*

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| **Establishment**  **Name/address** | **Post Title & Grade** | **Start Date** | **End**  **Date** | **Year Group** | **Full/Part Time**  **or Teaching Practice** | **Reason for Leaving** |
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**Previous Employment**

*Please list any other employment or voluntary positons here, ensuring that any gaps in your employment history are fully explained; most recent first.*

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| **Establishment**  **Name/address** | **Post Title & Grade** | **Start**  **Date** | **End**  **Date** | **Year Group** | **Full/Part Time**  **or Teaching Practice** | **Reason for Leaving** |
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| **Equal Opportunities Monitoring Self-Classification Form**  *We’re bound by the Public Sector Equality Duty to promote equality for everyone. To assess whether we’re meeting this duty, whether our policies are effective and whether we’re complying with relevant legislation, we need to know the information below. This information* ***WILL NOT*** *be used during the selection process. It will be used for monitoring purposes only. Please provide the following information on disability and ethnic origin. The information you provide will be treated in the strictest confidence and will only be used for general statistical purposes.* |  |
| |  |  | | --- | --- | | **What is ethnic origin?**  Ethnic origin refers to members of an ethnic group who share the same cultural identity. This does **not** mean country of birth or nationality.  **Please check one box below that you feel describes your ethnic origin:** | | | * Bangladeshi | * Other African | | * East African Asian | * Middle East | | * Indian | * Other Black please specify: | | * Pakistani | * White & Black Caribbean | | * Chinese | * White & Black African | | * Other Asian please specify: | * White & Asian | | * Black British | * Other Mixed Origin please specify: | | * Caribbean | * Irish | | * Prefer Not To Say | * White British | | * Other White please specify | * Arab | |  | * Any other ethnic | | What is your religion or belief?   * Buddhist * Christian * Hindu * Jewish * Muslim | * No religion * Sikh * Other (please state) * Prefer not to say | | What is your Gender?   * Male * Female * Other * Prefer not to say | Are your day to day activities significantly limited because of a health problem or disability   * Yes * No * Prefer not to say * If yes please state the type of impairment below. | | **Sexuality**  We are monitoring sexuality in order to demonstrate our commitment as an equal opportunities employer, to highlight any possible inequalities and remove any unfairness or disadvantage. What is your sexual orientation?   * Bisexual * Homosexual * Heterosexual/Straight * Other * Prefer Not To Say | | | |

# Disabled Applicants

Where the successful applicant is a disabled person, every effort will be made to supply all necessary adaptations, employment aids or equipment to enable them to carry out the full duties of the job. If however, you feel that a certain aspect of the job may still prove unachievable by you, and this is due to the nature of your impairment, then the panel will give full consideration to the possibility of redesigning the job to remove that particular barrier. If you wish to bring such a matter to the panel’s attention at this stage, please do so in the space below. If you have no such matter to raise, then simply leave this space blank.

**References**

Please nominate two referees, one of whom should be your current or most recent employer. Students should nominate personal tutors or supervisors.

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| **Name:** | **Name:** |
| **Address:** | **Address:** |
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| **Referee’s relationship to you:** | **Referee’s relationship to you:** |
| **Telephone:** | **Telephone:** |
| **Email:** | **Email:** |

*Do you agree to your referees being contacted without your prior permission in the event that you are shortlisted?* **Yes/No**

**Declaration by Candidate**

Before signing the form, please ensure that every section has been completed fully. Incomplete forms cannot be considered.

*‘I hereby certify that the entries contained in this application are correct and that all questions relating to me have been fully and accurately answered.’*

***Signed***

***Date***

**Supporting Statement-Experience and Activities**

Please give details of relevant experience. Tell us clearly how you meet the requirements of the Person Specification, and why you want to work at Webster Primary School. Give examples of your achievements and learning. Continue on separate sheets. Do not use more than 3 sides of A4. Aim for a font size equivalent to Arial Pt 11.