

CONFIDENTIAL

JOB APPLICATION FORM

An Equal Opportunities Employer



TEACHER APPLICATION FORM

Please note – this post involves working with children or vulnerable adults so appointment will be subject to a Disclosure and Barring Service Check.

Please complete in BLACK ink or TYPE. Please complete every section.

Application for the job of	<input type="text"/>	
at	<input type="text"/>	School
		Closing date <input type="text"/>

PERSONAL DETAILS

Title	<input type="text"/>	Surname	<input type="text"/>	First names	<input type="text"/>
Previous names (if any)	<input type="text"/>			Preferred first name	<input type="text"/>
Date of birth	<input type="text"/>			Current annual salary or full time equivalent	<input type="text"/>
National Ins No	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>			Home telephone	<input type="text"/>
	<input type="text"/>			Daytime telephone	<input type="text"/>
	<input type="text"/>			Mobile telephone	<input type="text"/>
Postcode	<input type="text"/>			Do you have a disability? *	Yes <input type="checkbox"/> No <input type="checkbox"/>
Email address	<input type="text"/>				

* The Disability Discrimination Act defines disability as 'a physical or mental impairment which has a substantial and long-term effect on your ability to carry out normal day-to-day activities'

TEACHING INFORMATION

DCSF reference number	<input type="text"/>	-	<input type="text"/>	Date qualified as a teacher	<input type="text"/>
Type of teacher training undertaken	Secondary	<input type="checkbox"/>	Primary (nursery, infant, junior)	<input type="checkbox"/>	
Subjects qualified to teach	<input type="text"/>				
Do you have Qualified Teacher Status?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Have you successfully completed:					
Your probationary/induction year?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Skill tests in literacy, numeracy and ICT?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Are you registered with the General Teaching Council?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	

POST 18 EDUCATION AND TRAINING

Please give details about all the education and qualifications you have including degrees with class and division and teaching certificates. If you are shortlisted, evidence of all qualifications should be brought to interview. Please continue on a separate sheet if necessary.

UNIVERSITY DEGREE					
Establishment	Full-time or part-time	Qualifications (indicate class and division)	Dates attended		Date of final exam
			from	to	

TEACHING QUALIFICATION					
Establishment	Full-time or part-time	Qualifications (indicate class and division)	Dates attended		Date of final exam
			from	to	

OTHER QUALIFICATIONS, FULL OR PART-TIME STUDY <i>(include NPQH for Headships)</i>					
Establishment	Full-time or part-time	Qualifications (indicate class and division)	Dates attended		Date of final exam
			from	to	

OTHER COURSES AND INSET IN WHICH YOU HAVE BEEN INVOLVED DURING THE PAST THREE YEARS AND WHICH YOU CONSIDER RELEVANT TO THIS POST. PLEASE INDICATE WHO PROVIDED IT AND START/FINISH DATES.

EMPLOYMENT RECORD

Please give details of **all** previous jobs including temporary or voluntary work in chronological order ending with your present post. This section is split into teaching and non-teaching. Please include periods when you were not working under the non-teaching section as **all time must be accounted for and may be checked**. Continue on separate sheet if necessary.

TEACHING								
Local authority or employer	Name and type of school or establishment	Pupil age range	Approx number on roll	Post held and salary grade	Full-time or part-time	Dates		Reason for leaving
						from	to	

NON-TEACHING						
<i>Please give details of all paid and non paid time outside teaching including family responsibilities since leaving full-time education</i>						
Employer (if appropriate)	Post title (if appropriate)	Brief description of activity/responsibility or duties	Full-time or part-time	Dates		Reason for leaving
				from	to	

SUITABILITY FOR JOB

This section is for other relevant information to support your application. Please give examples where appropriate.

DISCLOSURE OF CRIMINAL RECORDS/SANCTIONS

For teaching and lecturing posts you have to disclose any conviction, warning, reprimand, caution or binding-over including "spent convictions", under the terms of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Details of any such disclosure should be placed in a sealed envelope marked "Confidential" and brought to interview. Any information disclosed will be treated in the strictest confidence.

Any offer of appointment will be subject to satisfactory Criminal Records Bureau clearance.

You must disclose details of any current sanctions imposed by a regulatory body e.g. the General Teaching Council. If you have any such sanctions, please tick here.

DECLARATION

I declare that the information on this form is true and accurate.

I understand that providing misleading or false information will disqualify me from appointment or may lead to me being dismissed if appointed to the job.

My name has not been placed on any list which disqualifies me from working with children.

I confirm that I have read the above statements in respect of "Disclosure of Criminal Records/Sanctions" and understand the requirements of this position.

Privacy Notice 

I consent to the information contained in this form, and any other information received by or on behalf of the council relating to my application, being processed by the council in administering the recruitment process and to assist with the prevention and detection of fraud.

Signature

Date

If you submit this form electronically, you will be required to sign this declaration if invited to interview.

Please advise us of any other information relevant to the recruitment process so we can ensure every attempt is made to meet your needs. This could include dates when you are not available for interview or any special requirements you may have such as necessary equipment and/or resources to enable you to attend an interview.

EQUAL OPPORTUNITIES MONITORING FORM

The council is committed to its equality and diversity policy. We want to do all we can to prevent discrimination in any form and you can help us in this by completing the information below. The information given on this sheet will **not** be used to make decisions about who is recruited. The form will **not** be seen by the shortlisting/interview panel. It will be used to improve equality in recruitment and overall service delivery. Your help filling in this form is greatly appreciated. Thank you.

JOB TITLE					
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DATE OF BIRTH	DD		MM		YYYY	
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RACIAL OR ETHNIC ORIGINS								
White British	<input type="checkbox"/>	<i>WB</i>	Other mixed background	<input type="checkbox"/>	<i>MO</i>	Black Caribbean	<input type="checkbox"/>	<i>BC</i>
White Irish	<input type="checkbox"/>	<i>WI</i>	Indian	<input type="checkbox"/>	<i>AI</i>	Black African	<input type="checkbox"/>	<i>BA</i>
White other	<input type="checkbox"/>	<i>WO</i>	Pakistani	<input type="checkbox"/>	<i>AP</i>	Other black background	<input type="checkbox"/>	<i>BO</i>
White & Black Caribbean	<input type="checkbox"/>	<i>MC</i>	Bangladeshi	<input type="checkbox"/>	<i>AB</i>	Chinese	<input type="checkbox"/>	<i>OC</i>
White & Black African	<input type="checkbox"/>	<i>MB</i>	Other Asian background	<input type="checkbox"/>	<i>OA</i>	Any other	<input type="checkbox"/>	<i>OT</i>
White & Asian	<input type="checkbox"/>	<i>MA</i>						

DISABILITY	
Are you disabled?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Derbyshire County Council welcomes applications from disabled people and undertakes to offer every appropriate support to enable them to gain and retain employment.	

GENDER	
Male <input type="checkbox"/>	Female <input type="checkbox"/>

RELIGION / BELIEF – please tick only one box					
Buddhist	<input type="checkbox"/>	Jewish	<input type="checkbox"/>	None	<input type="checkbox"/>
Christian (all denominations)	<input type="checkbox"/>	Muslim	<input type="checkbox"/>	Other religion or belief	<input type="checkbox"/>
Hindu	<input type="checkbox"/>	Sikh	<input type="checkbox"/>	Prefer not to say	<input type="checkbox"/>

SEXUAL ORIENTATION – please tick only one box					
Bisexual	<input type="checkbox"/>	Lesbian or gay woman	<input type="checkbox"/>	Gay man	<input type="checkbox"/>
Heterosexual	<input type="checkbox"/>	Other	<input type="checkbox"/>	Prefer not to say	<input type="checkbox"/>

HOW DID YOU FIND OUT ABOUT THIS JOB?			
Council Website <input type="checkbox"/>	School Website <input type="checkbox"/>	TES Online <input type="checkbox"/>	TES Print <input type="checkbox"/>
Other (please provide information)			

EMPLOYMENT	
Do you work for the Derbyshire County Council at the moment?	Yes <input type="checkbox"/> No <input type="checkbox"/>