CONFIDENTIAL



TEACHER APPLICATION FORM

(Before completing this form please read **Notes to Applicants**)

NAME OF CANDIDATE:

TO BE USED FOR THE FOLLOWING TEACHING POSITIONS ONLY:-

Lead Practitioner

Fast Track Teacher

Teacher

Newly Qualified Teacher

Unqualified Teacher

Instructor

Please use the latest version of this application form which can be downloaded from the Catholic Education Service website: www.catholiceducation.org.uk

BEFORE YOU BEGIN PLEASE CHECK THAT YOU HAVE THE FOLLOWING:-

- 1. Application Form
- 2. Notes to Applicants
- 3. Recruitment Monitoring Form
- 4. Rehabilitation of Offenders Act 1974 Disclosure Form

PLEASE DO NOT RETURN ANY COMPLETED APPLICATION FORMS AND/OR SUPPLEMENTARY DOCUMENTS TO THE CATHOLIC EDUCATION SERVICE. PLEASE RETURN ALL COMPLETED APPLICATION FORMS AND/OR SUPPLEMENTARY DOCUMENTS TO THE SCHOOL/COLLEGE WHERE THE POSITION APPLIED FOR IS BASED, OR AS INSTRUCTED IN THE DETAILS OF THE POST.

DETAILS OF ROLE APPLIED FOR

Application for the position of:	
Full Time:	bb Share: 🗌
At:	VA School / Voluntary Academy
At which the Governing Body / Academy Trust Compar In the Local Authority of:	ny is the employer of staff
In the Archdiocese/Diocese of:	
Please state where (or how) you first learned of this va	acancy:

1. APPLICANT'S PERSONAL DETAILS

1.1 1.1.1	Title:		
1.1.2	Surname:	1.1.3	First Name(s):
1.1.4	Known as (if applicable):	1.1.5	Any former name(s):
1.1.6	Religious Denomination/Faith:		
1.1.7	Address:		
1.1.8 you ha	If you have lived at this address for less that we lived during this period with dates:	an 5 years, p	please list all other addresses at which
	Address		Dates
1.1.9	Telephone numbers:		
Home:	Mobile:		Work:
1.1.10	Email Address:		
1.2	How do you prefer to be contacted?		
1.3	National Insurance No.:		
1.4	DfE Teacher Reference No.:	1.5	Do you have Qualified Teacher Status ("QTS")?
1.6	QTS Certificate No.:	1.7	Date of qualification as a Teacher:
1.8	GTC (Wales only) or other Membership No.	:	

2. DETAILS OF APPLICANT'S PRESENT EMPLOYMENT

2.1	Are you presently employed? Yes No
If no, p	lease proceed to the next section.
2.2	Details of Present Post
2.2.1	Role:
At	Sahaal/Callaga
	School/College
2.2.2	Address:
2.2.3	Telephone No.:
2.2.4	Local Authority:
2.2.5	Diocese:
2.2.6	Permanent: Temporary:
2.2.7	Full time: Part time: Job Share:
2.2.8	Date of Appointment:
2.2.9	Notice Required:
2.2.10	Probationary Period/NQT Induction year completed? If so, please provide date:
2.2.11 applica	Description of key duties/responsibilities (including subjects and key stages taught (if
аррпса	iolejj.
2.3	Please provide the following information relating to present salary and scale:
2.3.1	Salary scale (e.g. Main/Upper/Leadership):
2.3.2	Group of School/Number on roll: 2.3.3 Spine Point:
2.3.4	Additional Allowances (including Inner/Outer/Fringe London):
2.3.5	Gross annual salary:

3. APPLICANT'S EMPLOYMENT HISTORY AND PROFESSIONAL EXPERIENCE

Please complete in chronological order,	starting wit	h the most r	ecent:		
Full name and address of school/ institution (state whether Nursery/ Primary/ Secondary/ Comprehensive/ Selective etc) (include local authority if relevant)	Approx size of roll	Age range taught & Single sex/ mixed	Post held and responsibilities including subjects and key stages taught	Dates employed Month/ Year From	Reason for Leaving
(include local authority in relevant)		IIIIXEU		То	
				-	
				-	
				-	
				-	
				-	
				-	

4. OTHER EMPLOYMENT/WORK EXPERIENCE

4.1 Please complete in o	chronological order, start i	ing with the most recent:		
Employment/Experience	Employer/Location	Responsibilities	Dates employed Month/ Year	Reason for Leaving
			From - To	
			-	
			-	
			-	
			-	
			-	
			-	
			-	

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4.2	spent raising a fami provided in this for are no gaps in the I	iods of time that have not been accounted for in your application, for instance, periods ily or of extended travel, please give details of them here with dates. The information m must provide a complete chronology from the age of 16 – please ensure that there history of your education, employment and other experience. Failure to provide a full by your application being rejected.
D	ates (from – to)	Activity
	-	
	_	
	-	
4.3	Please confirm w	hether you have ever been ordained and/or been a member of a religious community.
Yes:]	No:
If yes, p	olease provide details	5:-

5. POST-11 EDUCATION AND TRAINING

Full time or part time	Dates Attended Month/ Year From -	Date of Award	Awarding Body & Registration No. (if known)	Award
ase state if you	To hold the Cath	olic Certificate	of Religious Studies	(or
	-			
	-			
	-			
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	-			
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	-			
	-			
	-			
	or part time	or part time Month/ Year From - To ase state if you hold the Cath	or part time Month/ Year From - To ase state if you hold the Catholic Certificate	or part time Month/ Year Registration No. (if known) From - To Isse state if you hold the Catholic Certificate of Religious Studies

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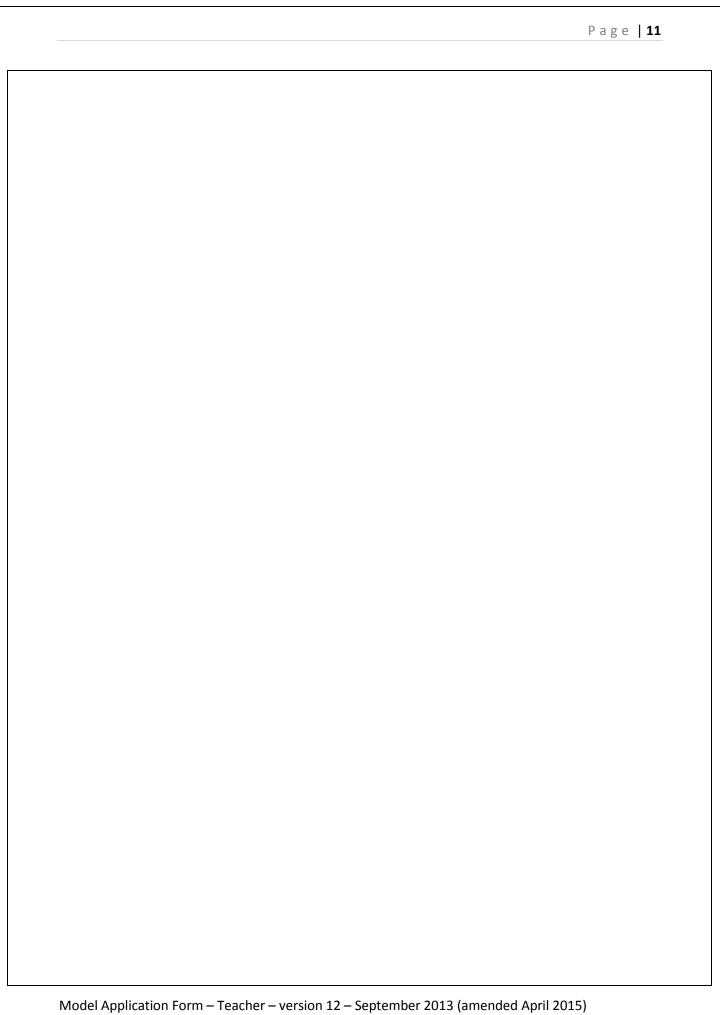
5.2 <u>Continued Profession</u> Please list any courses you h		rofessional devel	opment in which y	ou have been involved	
Please list any courses you have completed and/or any professional development in which you have been involved in the past 3 years which you consider relevant to this post (e.g. teaching courses, First Aid, ICT etc).					
Course Title	Course Provider	Length of Course	Dates From / To	Award/Grade received (if applicable)	
6. PROFESS	IONAL MEMBERSHIPS	3			
Please list any relevant profe	essional bodies of which you	are a member:			
7. INTEREST	S AND HOBBIES				
Please list your interests and					

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8. SUPPORTING STATEMENT

Please provide a written statement of no more than 1,300 words detailing why you believe your experience, skills, personal qualities, training and/or education are relevant to your suitability for the post advertised and how you meet the person specification. You should pay particular attention to the national standards for the position for which you are applying.
Model Application Form – Teacher – version 12 – September 2013 (amended April 2015)

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9. REFERENCES

Schools/Colleges of a Religious Character are permitted, where recruiting for Teaching posts, to give preference to applicants who are practising Catholics and, therefore, one referee should be your Parish Priest/the Priest of the Parish where you regularly worship. It is the responsibility of the Applicant to ensure that all named referees, including Parish Priests, where applicable, have consented to providing a reference. You are advised to read the relevant section of the Notes to Applicants before completing this section.

Present School/Employer:
Name:
Address:
Designation (if applicable):
Telephone:
Email:
Other Professional (where you are not currently employed with children, this must be your most recent school/college employer): Name:
Address:
Designation (if applicable):
Telephone:
Email:
Parish Priest/Priest of the Parish where you regularly worship (or Additional Professional):
Name:
Address:
Designation (if applicable):
Telephone:
Email:
Notes: (i) We reserve the right to take up references with any previous employer. Pleas advise if you do not want us to do so at this stage and provide reasons. (ii) If any of your referees knew you by another name, please

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specify that name(s) here:

9.2 Yes: [er) related by marriage, blood or as a co-habitee to any member Company or any current employees of the Governing Body ,			
	ame of Governing Body / Academy Trust	Relationship to you			
	Company member/employee				
	DISCLOSURE AND BARRING				
10.1 emplo	• • • • • • • • • • • • • • • • • • • •	npany is obliged by law to operate a checking procedure for en and young people.			
persor	•	ubject of any child protection concern either in your work or any disciplinary action in relation thereto, including any which is			
_	_				
	please provide details:-				
10.2	, -	n that I am not disqualified from working with children and/orion 142 Education Act 2002 (formerly known as inclusion on the			
10.3	In the event of a successful application an offer of employment may be made to you which is conditional upon receipt of satisfactory Disclosure and Barring Service Checks ("DBS Checks") (formerly CRB Check and ISA Check) in relation to criminal and child protection matters. Please note that a conviction will no necessarily be a bar to obtaining employment.				
	By checking the box below you hereby cons Service ("DBS"):	ent to a DBS Check(s) being made to the Disclosure and Barring			

11. REHABILITATION OF OFFENDERS ACT 1974

If you have been convicted of a disclosable criminal offence the details must be disclosed on the separate document entitled "Rehabilitation of Offenders Act 1974 – Disclosure Form" together with any cautions or bind-overs, pending criminal convictions, criminal actions and/or court hearings against you. The Rehabilitation of Offenders Act 1974 – Disclosure Form must be enclosed with your application in a sealed envelope marked "confidential". If you do not have any disclosable convictions, please complete the relevant section in the Disclosure Form.

12. DATA PROTECTION ACT 1998

By checking the box below I hereby give my consent for personal information (any information which
may be considered Personal Data and/or Sensitive Data within the meaning of the Data Protection
Act 1998, which includes recruitment monitoring data) provided as part of this application to be held
on computer or other relevant filing systems and to be shared with other accredited organisations or
agencies in accordance with the Data Protection Act 1998.

13. IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006

The Governing Body / Academy Trust Company will require you to provide documentary evidence of your entitlement to undertake the position applied for and/or of your ongoing entitlement to live and work in the United Kingdom in accordance with the Immigration, Asylum and Nationality Act 2006. More information can be found in paragraph 18 of the Notes to Applicants. By checking the box below you hereby confirm that you are legally entitled to work in the United Kingdom and that you will provide documentary evidence of such entitlement when requested:

12. DECLARATION

If you know that any of the information that you have given in this application form is false or if you have knowingly omitted or concealed any relevant fact about your eligibility for employment which comes to our attention then your application may be withdrawn from the recruitment process.

Providing false information is an offence and may result in this application being rejected. If such a discovery is made after you have been appointed then you may be liable to be dismissed summarily. You may also be reported to the Teaching Agency (England only), the GTC (Wales only) or the Police, if appropriate.

By signing below I hereby certify that all the information given by me both on this form and in any supplementary pages and the supporting evidence provided, is correct to the best of my knowledge and belief, that all the questions relating to me have been accurately and fully answered and that I possess all the qualifications that I claim to hold.

I acknowledge that it is my responsibility as the applicant, if invited for interview, to disclose information to the panel which may affect my suitability and/or eligibility to work with children and/or vulnerable adults

Signature:

Date:

(The post will be subject to the terms and conditions of the appropriate Catholic Education Service model contract, a copy of which will be provided to you before interview if you are shortlisted).

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