

# APPLICATION FOR A TEACHING APPOINTMENT

|  |  |  |  |  |  |  |  |  |  |  |
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| Position Applied For: | | | | | | | | | | |
| **PERSONAL DETAILS** | | | | | | | | | | |
| Title: Surname: Forename(s):  (Previous Surname(s) – if applicable): | | | | | | | | | | |
| Permanent Address: | | | | Address to which correspondence should be sent (if different): | | | | | | |
|  | | | | | | |
| Home telephone number: | | | | NI number: | | | | | | |
| Mobile telephone number: | | | | Work telephone number: | | | | | | |
| Email address: | | | | DCSF No: | | | | | | |
| Are you legally eligible for employment in the UK? | | | | YES/NO | | | | | | |
| Do you have any relationship to a current employee, Governor or pupil of The John Lyon School? (if yes, please give details) | | | | YES/NO | | | | | | |
| Did you see the vacancy advertised?  If YES please state where. If NO how did you find out about the vacancy? | | | | YES / NO | | | | | | |
| Have you ever been dismissed or forced to resign from any previous employment? (if *yes* give details) | | | | YES/NO | | | | | | |
| Have you ever been involved in a disciplinary procedure relating to children? (if *yes* please give full details including the outcome of the procedure.) | | | | YES/NO | | | | | | |
| If appointed, when would you be available to commence at The John Lyon School? | | |  | | | | | | | |
| Please state your reasons for applying for the post and what attributes you would be able to contribute: | | | | | | | | | | |
| **EDUCATION DETAILS Candidates should complete Sections A & B as applicable** | | | | | | | | | | |
| A Secondary school(s) attended | Qualification gained  (give subject and grade) | | | | | From | | To | | |
|  |  | | | | |  | |  | | |
| B University attended | FT/PT | Degree gained | | Class/ Division | Main Subject | | | | | Dates |
|  |  |  | |  |  | | | | |  |
| C Professional training including establishment attended and qualification eg PGCE *(give dates)* | Qualification | | | | | | From | | To | |
|  |  | | | | | |  | |  | |

**CURRENT & PREVIOUS EMPLOYMENT (please enter in chronological order, most recent first).   
Part-time employment should be clearly indicated as such.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Dates | Post Held | School / College  (and address) | Boys / Girls / Mixed | Age Range Taught | Independent / Maintained | Reason for leaving |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  | Current salary pa: £ |
| State any other subjects you could teach: | | | | | | |

**PARTICULARS OF NON-TEACHING EMPLOYMENT**

**Part-time service or volunteer activities should be clearly indicated as such**

|  |  |  |  |
| --- | --- | --- | --- |
| Employer | Date from/to | Post held | Reason for leaving |
|  |  |  |  |

**Particulars of short in-service training courses you have attended during the last three years**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Length of Course | Details of Course | Course Provider |
|  |  |  |  |

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| --- |
| **State any interests in extra-curricular activities and pastoral work you may have, including any sports coaching qualifications:** |
| **Have you any other special qualifications or interests which are relevant to this application?** |

## REFEREES

Please give names and addresses of two persons from whom confidential references may be obtained. These should include the **Headteacher** of your current teaching post or, if a newly-qualified teacher, your College Principal/Tutor. Please be advised that we may also contact any of your former employers. *Please indicate on the application form if you would prefer us not to contact your current employer until later in the recruitment process.*

|  |  |  |
| --- | --- | --- |
| Name | School name and contact details  (email address and telephone number,  if known) | Position |
| 1. |  |  |
| 2. |  |  |

In accordance with the Data Protection Act 1998, and the General Data Protection Regulation 2018 (EU), I agree that the information I have provided as part of my application will be held for up to six months from the outcome of the recruitment process for legal reasons.

Please note that this post is exempt from the Rehabilitation of Offenders Act 1974 and all convictions, cautions and bind-overs, including those regarded as ‘spent’ must be declared at the interview stage. Any offer of employment will be subject to successful completion of pre-employment Safeguarding checks including an Enhanced Disclosure (Disclosure & Barring Service), Children’s Barred List, and two satisfactory references.

**I hereby declare that the information provided on this form is true and correct, and I agree that if my application is successful, the above checks will be carried out on my identity.**

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Application forms should emailed to: [Recruitment.Academic@johnlyon.org](mailto:Recruitment.Academic@johnlyon.org)