



Be Trefue

Applicants must complete all sections of the form in full and should submit a Curriculum Vitae.  
The completed form should be returned to:  
Mrs Sally Judd, Acting Head,

Application for Vacancy for:	
Date of Application	

**1. Personal Details (complete in block capitals)**

Surname: Dr, Mr, Mrs, Miss, Ms (delete as applicable)	Forenames
Address (postal – including post code):	
Telephone Number (Home):	Telephone Number (Mobile):
Date of Birth:	Place of Birth:
National Insurance No:	
Are you a national of a member country of the European Community? <b>Yes / No</b>	

**2. Education**

Dates Obtained	Senior Certificate / GSE (O Level) GCSE Subjects and Grades	Dates Obtained	'A' Level (including Grades)



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**3. Employment (including present post if applicable)\***

Name and Address of Employer	Post Held and Duties Attached to Post	Salary	Date From	Date To
			From	To

**\*Please give details below of any period not covered in the two sections above and give a brief explanation of what you were doing at these times.**

**References**

Please give the names and addresses of two referees, whom must be able to comment on your professional competence. If you are currently employed in an educational establishment, this must include your current employer. If you are no longer employed in an educational establishment, but have been in the past, you must include a reference from this establishment. References may not be sought from any member of staff who is involved in the selection procedure. **Prior consent of referees must be obtained.** References must not be submitted.



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Name:
Address:
Telephone Number
Position

Name:
Address:
Telephone Number
Position

**4. Criminal Offence(s)**

Have you been convicted of a criminal offence, cautioned or bound over or is a charge pending **Y / N**  
If 'Y', give details including the nature of the offence and penalty (if any).

***Note:** This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as 'spent', must be declared. Successful applicants for this post will be required to have Enhanced CRB clearance prior to commencement of employment.*

**5. Relevant Additional Information**

Applicants are advised that short listing will be based solely upon the information submitted on this form. It is, therefore, the responsibility of the applicant to ensure that all relevant information in support of their application is included.  
(please use the space provided for this purpose)

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**6. Declaration by Applicant**

*I hereby certify and declare that:*

- a. All the questions on this form have been accurately answered to the best of my knowledge and belief.*
- b. In the event of my application being successful, I consent to an Enhanced Criminal Record Bureau Check being made.*

Signature of Applicant: \_\_\_\_\_

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