



Application for the post of:*		*These fields must be completed
School applied for*:		

First Name(s)		Surname	
Address			
Postcode		NI Number	
Home Tel No.		Day Tel No.	
Mob Tel No.		Email*	

If you have provided an email address, this will be the method by which you will be contacted. However, if you DO NOT wish to be contacted by email please tick this box.

Are you entitled to work in the UK? (you will be required to provide evidence at interview)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you need a work permit?	No <input type="checkbox"/>	Yes, I already have one <input type="checkbox"/> Permit Number and expiry date:
Do you need a Certificate of Sponsorship?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Please tell us how you Heard about this vacancy	
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Present Employment (If unemployed give details of last employer)			
Name & address of school / establishment:			
Post title:			
Date of appointment: (dd/mm/yyyy)		Date appointment ended: (dd/mm/yyyy)	
Numbers on Roll (NOR):		Age Range Taught:	
Pay Scale:		Spine / scale point:	
Basic Salary (per annum):		Full or part time (FTE):	
Additional allowances: (per annum)			
Brief Description of duties			
Period of Notice			
Reason for leaving			



Important Information

Teaching Agency (TA)	
Do you hold Qualified Teacher Status (QTS)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please give date of award	
QTS Certificate Number (if available)	
Have you successfully completed a period of induction as a qualified teacher in this country where the DfES required this?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please give date of completion If no, please give expected date of completion	
DfES number e.g. 12/34567	
Are you subject to any conditions or prohibitions placed on you by the TA?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please give details	

References			
<p>Please give details of two employment referees whom we may ask about your suitability for the post. One of these must be your most recent employer. Referees must not be related to you. If your work does not currently involve working with children, however you have worked with children in the past, please provide details of a suitable referee from the organisation where you most recently worked with children. Please note that as part of our commitment to safeguarding the welfare of children and young people it is our policy to obtain all references prior to interview. The School and its Governors reserve the right to seek any further references it deems appropriate.</p>			
Reference 1 (from present or most recent employer)		Reference 2	
Name of referee		Name of referee	
Name & address of organisation		Name & address of organisation	
Tel No.		Tel No.	
Email		Email	
Occupation		Occupation	
Capacity in which known to you		Capacity in which known to you	
Dates of employment (dd/mm/yyyy)	to	Dates of employment (dd/mm/yyyy)	to
If you are called for interview may we contact your referee?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If you are called for interview may we contact your referee?	Yes <input type="checkbox"/> No <input type="checkbox"/>



Pioneer Educational Trust
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Supporting Information

Please provide any information you consider relevant, including your reason for applying for the post and why you consider yourself to be suitable for the post. ***Please look carefully at the Person Specification and Job Description and give examples of how you meet the job requirements.*** This is important, as you will be shortlisted against this criteria. You can also draw on experience you may have gained outside the work environment.

Remember to provide examples that demonstrate your skills, knowledge and experience.

(please continue on separate sheet if necessary)



Previous Employment

Start with the most **recent** employer first. Please cover all jobs (**all** periods/gaps between jobs must be accounted for).

Dates (dd/mm/yyyy)		Name & Address of Employer (nature of business)	Position, brief description of job and salary	Reason for leaving
From	To			

(Please continue on separate sheet if necessary)

Voluntary / Unpaid Activities

Dates (dd/mm/yyyy)		Name & Address of Organisation	Position, brief description of role
From	To		

(Please continue on separate sheet if necessary)

Education, Qualifications & Membership of Professional Associations / Institutes

Please give details of your education and qualifications obtained. This includes any qualification which you are studying for now. Primary school details are not required. You will be required to prove you have obtained these qualifications. If you are a member of a professional association/institute please provide details. (professional body, registration number, expiry date)

Name of awarding body	Date gained	Examinations passed, qualifications / level, skills gained	Grades (where applicable)



Disclosure and Barring Service (The Rehabilitation of Offenders Act 1974)

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Successful applicants will be required to apply for an Enhanced Disclosure and Barring Service Check when an offer of employment is made in writing. Any information provided will be strictly confidential and will be considered only in relation to this or a similar position within the school.

If you do not disclose any conviction or caution which is not 'protected' you have it could lead to your application being rejected, or, if you are appointed may lead to your dismissal. If between completion of this application form and taking up a job within the school you are convicted of a criminal offence you must inform the school of this.

A conviction will not necessarily bar you from obtaining employment.

Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)?

Yes No

If yes, please give full details in a separate document. We will only take them into account if we consider them relevant to the post for which you have applied.

Additional Information

Are you aware of any police enquiries undertaken following allegations made against you, which may have a bearing on your suitability for this post?

Yes No

General

Do you hold a current driving licence?

Yes No

If you have any personal relationship with any of the following please declare their details below: Council/or, Member of a Committee, Panel or other group of the Council or School, employee of the Council or Schools or Governor of the School.

Name/s:

Relationship/s:

Post Title/s or position/s held:

This does not stop a person named above providing a reference. However, any approach, direct or indirect, to Councillors, Governors, employees or those named above, to influence a selection decision will disqualify you.

Medical Clearance

Successful applicants will be required to complete a detailed medical questionnaire and may be required to attend a medical examination prior to being appointed.

Declaration

I certify that the information given on this form is correct and complete to the best of my knowledge. I have not canvassed either directly or indirectly any member of a Governing Body or any officer or member of Pioneer Educational Trust, Upton Court Grammar School, Foxborough Primary School or Trevelyan Middle School in connection with this appointment. False or withheld information may lead to the termination of employment. Under the provisions of the Local Government Act 1972, I confirm that I am not, nor have been for twelve months prior to this application a serving elected member of Pioneer Educational Trust, Upton Court Grammar School, Foxborough Primary School or Trevelyan Middle School.

I agree to the school carrying out pre-employment screening on my application for this post.

I also acknowledge and agree to have the above information processed in accordance with the Data Protection Acts 1984 and 1998. Under this Act you have a right of access to information we hold about you. The application form is used for shortlisting, interviewing and monitoring purposes. If you are not appointed the form will be kept for a period of 6 months. The successful applicant's application form will form part of a Personal File, which will be kept securely by the school.

Mark box to agree and sign below.

Signature

Date

(dd/mm/yyyy)



Equal Opportunities Monitoring Form

Pioneer Educational Trust is committed to recruiting, retaining and developing a workforce that reflects at all grades the diverse communities that we serve. It is vital that we monitor and analyse diversity information so that we can ensure that our HR processes are fair, transparent, promote equality of opportunity for all staff, and do not have an adverse impact on any particular group. Your cooperation in providing us with accurate data will ensure that we, not only meet our legal obligations, but even more importantly will result in us designing and applying policies and processes that attract and retain a diverse, talented and motivated workforce.

Monitoring information is not used in the selection process and will not be seen by the panel assessing your application. However, as these are public appointments, basic information about those appointed may be made public.

Gender	Male <input type="checkbox"/> Female <input type="checkbox"/> Gender Reassignment <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Are you married or in a civil partnership	Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
Age	16-24 <input type="checkbox"/> 25-29 <input type="checkbox"/> 30-34 <input type="checkbox"/> 35-39 <input type="checkbox"/> 40-44 <input type="checkbox"/> 45-49 <input type="checkbox"/> 50-54 <input type="checkbox"/> 55-59 <input type="checkbox"/> 60-64 <input type="checkbox"/> 65+ <input type="checkbox"/>
What is your ethnicity <i>Ethnic origin categories are not about nationality, place of birth or citizenship. They are about the group to which you as an individual perceive you belong</i>	
White English <input type="checkbox"/> Welsh <input type="checkbox"/> Scottish <input type="checkbox"/> Northern Irish <input type="checkbox"/> Irish <input type="checkbox"/> Gypsy or Irish Traveller <input type="checkbox"/> Other White background <input type="checkbox"/>	
Mixed/multiple ethnic groups White and Black Caribbean <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Asian <input type="checkbox"/> Any other mixed background <input type="checkbox"/>	
Asian/Asian British Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese <input type="checkbox"/> Any other Asian background <input type="checkbox"/>	
Black/ African/ Caribbean/ Black British African <input type="checkbox"/> Caribbean <input type="checkbox"/> Any other Black/African/Caribbean background <input type="checkbox"/>	
Other ethnic group Arab <input type="checkbox"/> Any other <input type="checkbox"/>	
Prefer not to say <input type="checkbox"/>	
Do you consider yourself to have a disability or a long-term health condition	Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
What is your sexual orientation	Heterosexual <input type="checkbox"/> Gay woman/lesbian <input type="checkbox"/> Gay man/homosexual <input type="checkbox"/> Bisexual <input type="checkbox"/> Transgender <input type="checkbox"/> Other <input type="checkbox"/> Prefer not to say <input type="checkbox"/>
What is your religion or belief	No religion <input type="checkbox"/> Buddhist <input type="checkbox"/> Christian <input type="checkbox"/> Hindu <input type="checkbox"/> Jewish <input type="checkbox"/> Muslim <input type="checkbox"/> Sikh <input type="checkbox"/> Any other religion <input type="checkbox"/> Prefer not to say <input type="checkbox"/>