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| |  |  |  | | --- | --- | --- | | Saltburn Campus Portrait Logo pic ALAL | **Huntcliff School**  Marske Mill Lane  Saltburn-By-Sea  Cleveland  TS12 1HJ  [enquiries@slc.rac.sch.uk](mailto:enquiries@slc.rac.sch.uk)  Telephone 01287 621010, Fax 01287 621011 | Huntcliff School Hgh res | |  | | | | | | | | |
| Application form for the post of: Teacher | | | | | |
| SECTION 1 **PERSONAL DETAILS** | | | | | |
| Surname:……………………………………………………………………  Address:……………………………………………………………………  (Town)………………………………………………………………………  (County)……………………………………………………………………  (Postcode)…………………………………………………………………  Date of Birth:…………………………………………………(Optional)  Email Address……………………………………………. | | Forename(s):…………………………………………………………………  Title (Mr, Mrs, Miss, Ms, Dr, other):…………………………………  Telephone No (Home):……………………………………………………  Telephone No (Work):……………………………………………………  DCFS No……………/………………………………………………………… National Insurance No ………………………………………….. | | | |
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| SECTION 2 **EDUCATION: SECONDARY/FURTHER Please include any higher degrees in this section** | | | | | |
| Institution(s) attended | | | Dates | Qualifications gained with grades | |
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| SECTION 3 **PROFESSIONAL TRAINING AND DEVELOPMENT** (Please include details of any relevant training or staff development) | | | | | |
| Institution Attended | Course | | | | Date |
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| **INTERESTS** (e.g. hobbies, sports, voluntary work) | | | | | |

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| SECTION 4 **CURRENT/LAST EMPLOYMENT** | |
| Employers Name:………………………………………………………………  Employers Address:……………………………………………………………  (Town)………………………………………………………………………………  (County)……………………………………………………………………………  (Postcode)………………………………………………………………………… | Position:……………………………………………………………………  Grade/Salary:……………………………………………………………  Date Commenced:……………………………………………………  Date of Leaving if applicable:………………………………………  Period of Notice:………………………………………………………… |
| School Name………………………………………………………………………………………………………………………………………………………………  (if applicable)  Brief description of duties/responsibilities:  Number of additional sheets used………… | |

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| **DETAILS OF ALL TEACHING EXPERIENCE** – Most recent first. | | | | | | | | | | | | Dates | | Position | Brief outline of responsibilities |
| Name, Type, Location  of School & LA | | Dates of Employment  From To | | | | Boys, Girls or Mixed & No. on Roll | | | Ages Taught | Subjects Taught -  Grade and Salary if applicable | |  | |  |  |
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|
| **Age range you are qualified to teach** (Please circle)  3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18  Preferred Age-range ………………………………………………………  Date of Award of Qualified Teacher Status ……/……/……  Date of completion of NQT Induction Period or stage reached if not complete ……/……/……  …………………………………………………………………………………  With which LA ………………………………………………………… | | | | | | | **Subjects qualified to teach:**  Main ………………………………………………………………………  ………………………………………………………………………………  Subsidiary:………………………………………………………………  ………………………………………………………………………………  Additional subjects which you would be willing to teach:  ……………………………………………………………………………… | | | | |
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| **OTHER PREVIOUS EMPLOYMENT** (chronologically listed) Please account for any gaps in employment. | | | | | | | | | | | |
| Employers Name & Address | Dates | | Position | | | | | Brief outline of responsibilities | | | |
|  |  | |  | | | | | Number of additional sheets used………… | | | |

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| SECTION 5 PERSONAL STATEMENTYOUR PERSONAL STATEMENT SHOULD PROVIDE EVIDENCE/EXAMPLES OF HOW YOU MEET THE PERSON SPECIFICATION AND YOUR ABILITY TO CARRY OUT THE JOB DESCRIPTION. |
| Please use a separate sheet if required. |
| Number of additional sheets used………… |

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| SECTION 6REFEREES | |
| Please give the names, addresses and occupations of two referees, one of whom should be your present or last employer | |
| **First Referee**  Name:……………………………………………………………………………  Address:………………………………………………………………………  (Town)…………………………………………………………………………    (County)………………………………………………………………………  (Postcode)……………………………………………………………………  Occupation……………………………………………………………………  Email Address | **Second Referee**  Name:……………………………………………………………………………  Address…………………………………………………………………………  (Town)…………………………………………………………………………  (County)………………………………………………………………………  (Postcode)……………………………………………………………………    Occupation……………………………………………………………………  Email Address |
| **Please note that all references will be taken up prior to interviews.** | |
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| **CRIMINAL CONVICTIONS OR CAUTIONS** | |
| Do you have any criminal convictions, cautions or warnings Yes No | |
| A check as to the existence and content of a criminal record will be requested from the Disclosure & Barring Service after a person has been selected for appointment. Refusal to agree to a check being made could disqualify you from being considered for the appointment.  Under the Rehabilitation of Offenders Act 1974, you have the right not to disclose details of ‘spent’ convictions. However, for certain jobs, employers are allowed to ask about these offences. The Rehabilitation of Offenders Act 1974 (Exception Amendment) Order 1986 sets out details of all jobs to which this applies and the job you have applied for is included in the list.  Please give details of any criminal convictions that you may have. The disclosure of a criminal record may not necessarily prevent you from being appointed. The nature of the offence, how long ago it took place, your age at the time and any other relevant factors may be considered when a decision is made. Please note that some convictions are never considered ‘spent’ under the terms of the Act. | |
| Please give details of ALL convictions, cautions, reprimands or warnings (whether spent or not).  Number of additional sheets used………… | |
| The Disclosure & Barring Service helps employers check records, which were previously held by the police, the Department of Health and the Department for Children, Schools and Families.  Different levels of disclosure can be provided, according to the type of work applied for. The job for which you have applied necessitates an Enhanced disclosure.  Enhanced disclosures are for positions which have contact with children or vulnerable adults. They contain details of all convictions, cautions, reprimands or warnings on record. | |
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| OTHER DECLARATIONS | |
| 1 Have you ever been convicted of a criminal offence (subject to the Rehabilitation of Offenders Act)?  Yes No  2 Are you related to any member of the governing body (any canvassing direct or indirect will disqualify)  Yes No  If yes, please give details:…………………………………………………………………………………………………………………………  ………………………………………………………………………………………………………………………………………………………………  ………………………………………………………………………………………………………………………………………………………………  ………………………………………………………………………………………………………………………………………………………………  3 To the best of my knowledge and belief, the information on this application form is correct.  Signed……………………………………………  Date………………………………………………  **The return of this document by email is deemed to be equivalent to a written signature, provided your email address is entered in the signature space.** | |
| **Please return this completed application to: FAO Mrs K Emmerson on enquiries@slc.rac.sch.uk** | |
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| **Closing date: Monday 21st October 2019, 9.00am**  **Interview date: Wednesday 23rd October 2019** | |

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| **EQUAL OPPORTUNITIES MONITORING FORM** | |
| This form is separate from the main application form. Your answers will be treated in the strictest confidence  and the information you provide will only be used for monitoring purposes. How you complete this form has no connection to the evaluation of your application in any way. | |
| Post Applied For:……………………………………………………………  Surname:……………………………………………………………………  Forename(s):………………………………………………………………  Gender: Male Female  Which age group do you apply to:  Under 20  21 - 29  30 - 39  40 - 49  50 - 59  60 and over | Do you consider yourself as having a disability? Yes No  If you have a disability what equipment, adaptations or  adjustments to working conditions would assist you in  carrying out your duties?  ……………………………………………………………………………………  ……………………………………………………………………………………  ……………………………………………………………………………………  ……………………………………………………………………………………  ……………………………………………………………………………………  ……………………………………………………………………………………  ……………………………………………………………………………………  ……………………………………………………………………………………  …………………………………………………………………………………… |
| Which of the following best describes your Ethnic origin?  **White:**  British  Irish  Other  **Black or Black British:**  Caribbean  African  Other Black background    **Chinese or other ethnic group:**  Chinese  Any other ethnic group | **Mixed:**  White & Black Caribbean  White & Black African  White & Asian  Other Mixed Group  **Asian or Asian British:**  Indian  Pakistani  Bangladesh  Other Asian  If “other” please specify:- ………………………………………………  ……………………………………………………………………………………  …………………………………………………………………………………… |