

Surname (in block capitals)

Preferred title (please circle)

Mr / Mrs/ Miss / Ms / Dr

Please give initials of forenames



APPLICATION FORM

Title of post advertised: TEMPORARY PHYSICS
TEACHER

When completed, this form should be posted or emailed to
Dr Gary Savage
Headmaster
Alleyn's School
Townley Road
Dulwich
London
SE22 8SU

Email: personnel@alleyns.org.uk

Fax: 020 8557 1543

If emailing, please send the signed hard copy by post.

The completed form must be received by 15th September 2010

1. Contact details

Full Name: (please underline the name(s) by which you like to be known)	
Former surnames: (where there has been any previous change of name)	
Current address:	
Postcode:	
Previous address: (if resident at current address for less than five years, please provide previous addresses during this period)	
1.	
Postcode:	
2.	
Postcode:	
E-mail address:	Telephone No.:
Fax No:	Mobile No.:

2. Other information about you

Are you over, or within 6 months of, 65 years old? YES/NO (delete as appropriate)	Do you require a work permit to work in the UK? YES/NO (delete as appropriate) If yes, please indicate: Type of permit required Permit number Expiry date	Current total gross annual salary: Is any responsibility payment, TLR, boarding allowance, London weighting or equivalent included in your gross salary? If so, please give details.
Current Employer: Current Position:		
How much notice do you have to give your current employer?		

Health:

Please provide any information we need to know at this stage in your application e.g. if invited to interview would you need any particular arrangements i.e. communicator, equipment?

DCSF reference No:

Do you have Qualified Teacher Status (QTS)?

YES/NO (delete as appropriate)

Are you registered with the General Teaching Council for England (GTC)? YES/NO (delete as appropriate)

GTC Number:

3. Education - details of *all* academic / vocational qualifications

- o Please list all your qualifications in date order, starting with A levels (or equivalent)
- o Please state your A level grades (or equivalent)
- o Please state clearly the class or grade of your degree

Qualification	Subject/area of study	School/college/university/etc	Class/grade awarded

4. Career - history of employment

Required in accordance with official guidance from DCSF (Safeguarding Children: Safer Recruitment and Selection in Education).

- o Please supply, in chronological order (state the earliest first), details of all employment, self-employment and any periods of unemployment (there is no need to list casual employment undertaken whilst at school, college or university), including your current post.
- o Please give in each case the reasons for leaving each employment.
- o Please provide, where appropriate, explanations for any periods not in employment or self-employment.
- o Please use the continuation sheet at the back if necessary.
- o For any teaching posts held, please give information about age range, subject(s) taught and the title of any posts held.

Start date	Details of employment, self-employment or unemployment	Reason for leaving	End date

5. Professional development and training

- Please give details of any relevant training you have undertaken in the past three years.

Date (m/y)	Course title or description	Course provider

6. Other interests and activities

- Please give information about any interests, hobbies or activities in which you are involved.
- Please indicate any activities that you would like to offer as your co-curricular contribution (including Games) and indicate standard, where appropriate.

7. Your interest in this post

- Please state why you are applying for this post and say what particular attributes, qualities or special areas of interest or expertise you would bring to it. (Use the continuation sheet if necessary.)

8. Existing contacts within the school

- Please indicate if you know any existing employees or governors at the school and if so how you know them.

9. Referees

Please give the contact details (name, address, telephone number & email) of three referees.

- One referee should be your current or most recent employer.
- Where you are not currently working with children but have done so in the past, one referee must be from the employer by whom you were most recently employed in work with children.
- Please note that references will not be accepted from relatives or from referees writing solely in the capacity of friends.
- Please note that referees may be contacted by telephone and will be invited to submit confidential written references, prior to interview.

First referee

Second referee

Third referee

10. Pre employment checks

All offers of employment are made subject to the receipt of references satisfactory to the School, proof of qualifications (where relevant), proof of eligibility for employment and a decision based on an Enhanced Disclosure from the Criminal Records Bureau. Successful applicants will be required to provide written confirmation from their GP, at the school's expense, that they are medically fit to fulfil the duties of the post as outlined.

11. The welfare, protection and safety of pupils

- Alleyn's School is committed to safeguarding and promoting the welfare of children.
- The successful applicant will be required to undertake an enhanced disclosure from the CRB.
- A copy of the school's Child Protection Policy is included with the application form.
- As part of our selection process short-listed candidates should expect us to seek to clarify any anomalies or discrepancies in the information provided by them or arising from their references.
- The interview process will explore candidates' suitability for working with children and their previous experience in such roles.

CHILDREN ACT, 1989

The *Children Act, 1989* places a statutory obligation on schools to safeguard and promote the welfare of children attending them. Accordingly, the Governors of Almeyn's School require all new appointees to provide the following information.

Has the Secretary of State for Education ever issued you with a personal warning or caused your name to be included on List 99 which names those who may not be employed in schools?

YES/NO **(Please delete as appropriate)**

REHABILITATION OF OFFENDERS ACT, 1974

The post for which you are applying involves substantial opportunity of access to children. It is exempt from the *Rehabilitation of Offenders Act, 1974*. You are therefore required to declare any convictions, cautions or bind-overs you may have had, regardless of how long ago and even if they would otherwise be regarded as 'spent' under the Act. You are also required to declare any outstanding case(s) against you.

You should be aware that the School will institute its own checks with the Criminal Records Bureau and DCSF. Please submit information in confidence, enclosing details in a separate sealed envelope which will be seen only by the Headmaster. Failure to declare a conviction may disqualify you from appointment or result in summary dismissal if a discrepancy comes to light.

Please tick one of the following statements which applies to you and delete the other.

- I have nothing to declare
- I have enclosed information in a separate, sealed envelope

I hereby certify that the statements on this form are correct and that no material information is omitted.

Signed

Date

NOW PLEASE COMPLETE THE SEPARATE EQUAL OPPORTUNITIES AND CRB INFORMATION FORM (Attached after the continuation sheet)

Continuation sheet (if required)

Equal Opportunities Monitoring Form

We are committed to ensuring that all applicants are treated fairly regardless of race, gender, marital status, disability, age, sexual orientation, religion or belief. We therefore welcome applications from all sections of the community.

To help us monitor our performance, we ask you to complete all relevant parts of this page. This information is confidential and used solely for monitoring purposes.

We separate this page on receipt of your application form before we consider your application.

This page will not be shown to the selection panel and will be destroyed after six months.

Vacancy applied for: TEMPORARY PHYSICS TEACHER

Ethnic Origin

I describe my ethnic origin as: (please tick relevant box)

White

- British
- Irish
- Irish Travelling Community
- Other White

Black or Black British

- Black Caribbean
- Black African
- Other Black

Chinese or other Ethnic Group

- Chinese
- Other Ethnic Group

Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- Other Mixed

Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Other Asian

Sex

Male Female

Disability

Do you have a disability as defined by the Disability Discrimination Act 1995?

Yes No

If 'yes', please give brief details of the effects of your disability on your day-to-day activities, and any other information that you feel would help us to accommodate your needs and thus meet our obligations under the Disability Discrimination Act 1995. A disability in no way precludes you from consideration for a position and the School wishes to assist and support applicants with a disability through the recruitment process.

Confidential information for a CRB check

Name and Date of Birth

Please confirm your full name and date of birth:

Please note:

- This information will only be used to confirm identity and to process a CRB or List 99 check.
- It will **not** be used as part of the selection process.