



Barking Abbey School Teacher Application Form

Job position applied for	
Closing Date	
Where or how did you hear about the vacancy?	

PERSONAL DETAILS	
Your preferred title:	
First name or names:	
Last name:	
Address:	
Home phone number:	
	Work phone number:
Mobile phone number:	
E-mail address:	
National Insurance number:	

CURRENT OR MOST RECENT EMPLOYMENT	
Employer's name and full address:	
Job title:	
	Main <input type="checkbox"/> Threshold <input type="checkbox"/>
Number on Roll (NOR):	
Local Authority:	LDS <input type="checkbox"/> UNQ <input type="checkbox"/>
Spinal point	Current salary rate £
Other allowances you are currently receiving including TLR/SEN	
Subjects and ages taught (please continue on a separate sheet if necessary):	
Dates employed:	From To
Reason for leaving:	
Notice you need to give:	

Barking Abbey School Teacher Application Form

PREVIOUS EMPLOYMENT

Please list the most recent first and continue on a separate sheet if necessary

Date from	Date to	Employer's name and address including local authority	Job title	Reason for leaving

If you have had any breaks in employment since leaving school, please give details of these periods and your activities during these times (for example, unemployment, raising a family, voluntary work, training and so on)

Professional Status

Do you hold qualified teacher status? Yes No If Yes, please give date of award _____

Teacher Reference Number (for example, 12/34567) _____

Have you successfully completed a period of induction as a qualified teacher in this country where the DFE required this? Yes No

If Yes, please give date of completion and which LA _____

Was your teacher qualification gained from one of the countries that automatically qualify for QTS equivalence? Yes No

If yes please confirm country _____

Do you hold NPQH Yes No

Are you subject to any conditions or prohibitions place on you by the Teaching Agency, Department for Education or similar departments? Yes No

If yes, give details: _____



Barking Abbey School Teacher Application Form

RELEVANT EDUCATION, TECHNICAL AND/OR PROFESSIONAL QUALIFICATIONS

Please include any qualification, training and current membership of professional associations that are relevant to the post. (Continue on a separate sheet if necessary.)

Date from DD/MM/YY	Date to DD/MM/YY	Name and location of School/College, professional body and so on	Subjects, status and qualifications achieved	Level and grade	Date achieved

TRAINING, SEMINARS OR SHORT COURSES THAT ARE RELEVANT TO THE POST

Details of relevant personal development/training courses. (Please continue on a separate sheet if necessary.)

Brief description and course title	Date of attendance	How long it lasted

Barking Abbey School Teacher Application Form

PERSONAL STATEMENT

It is important to carefully review the key criteria in the job description and use this section to tell us how your knowledge, skills and experiences meet the requirements of the job as it will be used for short listing purposes. Please continue on a separate sheet if necessary, with a maximum of two sheets.

EXTRA INFORMATION

- Can you provide evidence of your legal right to work in the UK? Yes No
- Do you have a friend or relative (including partner) that is a councillor, school governor or works for the council or one of the borough's schools? If yes please give details.

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- Please answer the following questions only if the person specification for the post includes these requirements.
- Do you have a valid driving licence? Yes No
 - Do you have access to a vehicle which you are able to use for work purposes? Yes No
 - If not, are you able to travel, for work purposes, by another form of transport? Yes No

It is an offence for an individual to attempt to engage in regulated activity (working with children). As a result, an individual would be unable to carry out the advertised role if they have certain criminal convictions. As part of the application process,

Barking Abbey School Teacher Application Form

we ask candidates about whether they have any criminal convictions that would prevent them from fulfilling the role. This is to ensure the candidate is suitable to work for the school. The school are also required to carry out a DBS check in order to determine your suitability for the role. Having a criminal record will not necessarily bar you from working with us. We will take into account the circumstances and background of any offences and whether they are relevant to the position in question, balancing the rights and interests of the individual, our employees, pupils, parents, suppliers and the public. We will treat all applicants, employees and volunteers fairly but reserve the right to withdraw an offer of employment if you do not disclose relevant information, or if a DBS check reveals information which we reasonably believe would make you unsuitable for the role. 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.

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 the answer is yes, please provide full details below: -

IMPAIRMENT OR DISABILITY

Do you consider yourself to have a physical, learning, sensory or mental health impairment or disability?

Yes No

If yes, please specify

(Some examples of impairments that meet the definition of disability under the Disability Discrimination Act 1995 are hard of hearing, partially sighted, severe back problems, arthritis, phobias, depression, speech impairment, dyslexia, diabetes, epilepsy, asthma and cardiovascular conditions.)

All disabled applicants, including people with personal experience of mental health illnesses, who show on their application form that they meet the minimum criteria on the job description for the vacant job will be guaranteed an interview.

Barking Abbey School Teacher Application Form

REFERENCES

Please give details of employment referees who can provide us with a reference covering the last 3 years, one of whom must be your current or most recent employer. Referees must have been your line or a person authorities employers. If this is your first job one referee should be from your school or college. You should only give personal/character references if employment references are not available.

If you are applying for head teacher position and are already a head teacher one referee should be from the Local Authority or Diocese and the other from your current chair of governors.

Name: _____

Name: _____

Address: _____

Address: _____

Daytime phone no: _____

Daytime phone no: _____

Work _____

Work _____

E-mail address: _____

E-mail address: _____

Position or relationship: _____

Position or relationship: _____

Period of time known for _____

Period of time known for _____

Yes I agree to my referees being contacted

No – I do not want my referees contacted

FAIR PROCESSING NOTICE

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see

<http://www.lbbd.gov.uk/AboutBarkingandDagenham/CouncilDepartments/ChiefExec/Pages/FairProcessing.aspx> or contact the Corporate Anti Fraud Team 0208 227 2264

DECLARATION

I confirm that the information I have given on this form is true and correct, and you can treat it as part of any future contract of employment. I understand that if I do not provide complete and correct information, you may withdraw an offer of employment or, if I am already employed, dismiss me immediately. I also give you permission to use my personal information for monitoring and management purposes.

I understand that you will deal with all the information in line with the data protection legislation.

Your signature: _____

Date: _____



Barking Abbey School Teacher Application Form

Data Protection Act

*Information from this form will be processed in accordance with the Data Protection Act 2018 and the General Data Protection Regulation. In signing it you agree to this data being held and processed, and if appointed to the job you also agree to further personal information, including sensitive data (e.g. bank details, medicals, etc) being held and processed by Barking Abbey School in accordance with the Act. For further information on the data we hold and what we use it for, please see the **Privacy Notice for Staff Workforce** in the recruitment section of our web site: <http://www.barkingabbey.school.co.uk/join-us/staff-vacancies/>*

Please return this form by the closing date shown in the advertisement, by email to jobs@barkingabbey.school.co.uk or by post to HR Department, Barking Abbey School, Sandringham Road, Barking, Essex, IG11 9AG.

