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| Bishop Luffa School is dedicated to promoting equality and fairness. Selection is based on how you demonstrate your ability to do the job in the Job Description. The equal opportunities information will be separated from your application before shortlisting. |

# Application Form for a Teaching Post - Confidential

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| Post | |
| Position applied for |  |
|  | Permanent  Temporary |
| Full time  Part time  Job share |

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| How did you hear of this vacancy? |
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| Applicant’s Personal Details | | | |
| Title |  | | |
| First name(s) |  | | |
| Surname |  | | |
| Previous names |  | | |
| Permanent address |  | | |
| Work telephone no. |  | May we telephone you at work? | Yes  No |
| Home telephone no. |  | | |
| Mobile phone no. |  | | |
| Email address |  | | |
| Teacher reference no | Formerly known as DES/DFES/DFEE/DCSF Number  e.g 79 / 99999 | National Insurance no.  e.g. WX-00-00-00-C | |

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| Teacher status | |
| Do you have Qualified Teacher Status? | Yes  No |
| QTS Certificate No. (if available) |  |
| Date of qualification as a teacher |  |
| If NQT, probationary period/NQT Induction year completed? | Yes  No |
| If Yes, add date of completion |  |
| Are there any restrictions on your residence or employment in the UK? | Yes  No |
| If Yes, please give details | |
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| Education and academic qualifications |

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| --- | --- | --- | --- |
| School, college university | From | To | Subjects/Qualifications/ Grades/Honours, dates awarded and awarding body |
| Secondary | | | |
|  | MM/YY | MM/YY | (GCSEs; A Levels;others) |
| Higher Education | | | |
|  | MM/YY | MM/YY |  |

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| Further postgraduate qualifications (including PGCE) | | | |
|  | MM/YY | MM/YY |  |
| Vocational Qualifications | | | |
|  | MM/YY | MM/YY |  |

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| Other paid work/voluntary work experience |

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| Employer/organisation | From | To | Nature of Occupation |
|  | MM/YY | MM/YY |  |
|  | MM/YY | MM/YY |  |

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| Present or most recent employment (or College details if applying for NQT) | | |
| Name of school/college |  | |
| Address |  | |
| Local Authority |  | |
| Type and status of establishment |  | |
| Age range: |  | |
| Number of pupils |  | |
| Post held |  | |
| Dates employed | From MM/YY | To MM/YY |
| Is this employment | Permanent  Temporary | |
| Full time  Part time  Job share | |
| Subjects with levels taught or specialisms |  | |
| Reason for leaving (if applicable) |  | |
| Scale point and present salary  (incl allowances) |  | |

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| Previous Teaching Employment  (Please explain any gaps in employment)  All students seeking a first appointment should give details of teaching practice | | | | | | | |
|  | |  | | |  |  | |
| School, college or other employer | Type and status of establishment | | Age range and roll (approx) | Title of post (include special responsibilities) | | Dates of employment | |
| From | To |
|  |  | |  |  | | MM/YY | MM/YY |
|  |  | |  |  | | MM/YY | MM/YY |
|  |  | |  |  | | MM/YY | MM/YY |
|  |  | |  |  | | MM/YY | MM/YY |
|  |  | |  |  | | MM/YY | MM/YY |

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| In-service training undertaken during the past 3 years relevant to this application |

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| Course title | Provider | Dates and duration of course | Award (if any) |
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| Details of other activities, skills and interests relevant to this post |
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| Professional bodies |

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| Please give details of any professional body of which you are a member |
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| Religious Affiliation |

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| Please indicate your religious affiliation if any below |
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| Please give a brief outline of your involvement in Church life if applicable |
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| Which Centre of Worship do you regularly attend? |  |
| Address |  |
| Name of priest, minister, elder etc |  |
| Address |  |
| In the case of a Headteacher also a Deputy Headteacher and Head of Religious Education we will apply to the above-named person for a reference in support of your application to teach in a Church school (alternatively, please give below details of another person willing to provide such a reference for you). For Teaching roles providing such a reference is not obligatory. | |
| Name |  |
| Status |  |
| Address |  |
| Context in which you are known to the above |  |

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| Professional References- Please supply the names and addresses of two persons willing to provide references. One should be from your current or most recent employer. If you are not currently working with children, a reference from the employer by whom you were most recently employed to work with children will be required.  References will not be accepted from relatives or people writing solely in the capacity of friends. |

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| Name |  |
| Address |  |
| Telephone no |  |
| Email |  |
| Position held |  |
| Context in which you are known to the above |  |

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| Name |  |
| Address |  |
| Telephone no |  |
| Email |  |
| Position held |  |
| Context in which you are known to the above |  |

### Canvassing

Any candidate who directly or indirectly canvasses a Director or employee of Bishop Luffa School will be disqualified.

Are you related to a Director or employee of Bishop Luffa School Yes  No

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| Supporting Statement |
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| With reference to the Directors' selection criteria, please give details of your experience, skills, abilities and personal qualities that you believe are relevant to your suitability for the post and indicate how you meet the person specification. Also provide any additional information which you think would be useful in this job. Please write this below. |

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| Letter of application |
| Please include below |

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| Equal Opportunities Monitoring |

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| The Board of Directors of Bishop Luffa School is dedicated to promoting equality and fairness. Your job application will be assessed on merit and you will receive equal treatment regardless of your gender, age, disability or ethnic origin. To help us make sure that this policy of equality is working and to take steps to ensure progress is made towards achieving equality and diversity in the workplace, we need to know about the people who are applying for jobs with us. To help us with this, please fill out your details below.  Telling us the following details about yourself is your decision and is voluntary. Information given will be separated from your application before it is assessed and will be used for statistical and monitoring purposes only. This information will be treated as strictly confidential and will be held on our computerized personnel system. | |
| **Gender** | 1. Male 2. Female 3. Transgender |
| **Age** | Date of Birth       (dd/mm/yyyyy) |
| **Disability** | 1. None 2. Yes 3. Prefer not to say |
| **Ethnic Origin** | 1. Prefer not to say |
| **White** | 1. British 2. Irish 3. Any other white background |
| **Mixed** | 1. White and black Caribbean 2. White and black African 3. White and Asian 4. Any other mixed background |
| **Asian or Asian British** | 1. Indian 2. Pakistani 3. Bangladeshi 4. Any other Asian background |
| **Black or Black British** | 1. Caribbean 2. African 3. Any other Black background |
| **Chinese or other ethnic group** | 1. Chinese 2. Any other ethnic group |