



DAVENANT FOUNDATION SCHOOL

APPLICATION FOR POST OF.....

1. PERSONAL DETAILS (please use black ink or type)

Other Names	Surname
Preferred Title (e.g. Mr/Mrs/Miss/Ms/Dr/Other)	Previous Surname(s), if appropriate
Home Address	
	Dept. for Education Ref. No.
Post Code	Date of Qualification
Home Telephone No.	Work Telephone No.
National Insurance No.	Mobile No.
E-mail address	

2. PRESENT SCHOOL

Name of School	Subjects Taught
Type	
Address	
Post Code	
Telephone Number	Fax Number
Date of Appointment	Boys, Girls or Mixed
No. on Roll	Ages Taught

3. PRESENT POST

Status of present post (e.g. MPS or UPS) and details of responsibilities	Date of appointment
	Full or Part-time
	Gross Annual Salary
	Period of Notice

4. PREVIOUS TEACHING EXPERIENCE (in chronological order)

Name(s) and Type of School(s) Reason for Leaving	Dates		Post Held and Scale MPS or UPS	No. on Roll Boys, Girls or Mixed	Ages Taught	F/T or P/T	Subjects Taught
	From	To					

5. PERSONAL EDUCATION

Name(s) and type of Secondary School(s)	Dates		Qualifications gained		
	From	To	Subject (including level)	Grade	Date

Name(s) of University/College	Dates		Full/ P.T.	Qualifications gained		
	From	To		Title and Subject	Class/ Grade	Date

6. OTHER WORK EXPERIENCE

Name and Address of Employers	Detail of Post Held	From		To		F/T or P/T
		M	Y	M	Y	

7. OTHER QUALIFICATIONS

Institution/Professional Body	Qualifications	Year	Grade

8. COURSES ATTENDED - relevant to this post (within the last 3 years)

Title	Organising Body	Date	Duration

9. MEMBERSHIPS, INVOLVEMENT WITH VOLUNTARY BODIES

	Dates	
	From	To

10. HOBBIES AND INTERESTS

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11. NAMES OF TWO REFEREES

One referee should be your present Head or other employer. References will not be accepted from relatives or from people writing solely in the capacity of friends.

Name	Name
Capacity/Position	Capacity/Position
Address	Address
Post Code	Post Code
Telephone/Fax No.	Telephone/Fax No.
E-mail address	E-mail address

13. DECLARATION

I declare that I am not disqualified from working with children, or subject to sanctions imposed by a regulatory body. I certify that my replies are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statements or withhold any relevant information this may result in subsequent dismissal or the withdrawal of any offer of appointment.

Signature

Date

NOTES FOR APPLICANTS

1. Any personal information entered on this form may be held on computer files.
2. Original documentary evidence of status (including Degrees and Diplomas) will be required of successful applicants. Supporting evidence of industrial and other experience may be required for salary assessment purposes. Such documents should **not** accompany this form.
3. Because of the nature of the work for which you are applying this post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. You must disclose - at the time of application - any criminal convictions or cautions which for other purposes are "spent" under the provisions of the Act. In the event of employment any failure to disclose such convictions could result in dismissal or disciplinary action by the Governing Body.
4. Because the post for which you are applying may provide an opportunity for access to children or young persons, the successful applicant will be required to give his or her consent for the School to undertake a Police check as to whether there exists any record of criminal convictions.
5. Canvassing by or on behalf of an applicant whether directly or indirectly is forbidden.
6. You must declare any family or close relationship to existing employees or employers (including governors) prior to interview.