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# Application Form (Academic Staff)

# Appointment Details

|  |  |
| --- | --- |
| Appointment for which  you are applying? |  |

# Personal Information

|  |  |  |  |
| --- | --- | --- | --- |
| Title |  | Postal Address: | |
| Initials |  |
| Surname |  |
| Have you been known by any other names, including Maiden Name? |  |
| Preferred called Name |  |
| Date of Birth |  |
| Marital Status |  | Email Address |  |
| National Insurance No |  | Phone (Mobile) |  |
| DfES Reference No |  | Phone (Home) |  |

|  |  |  |
| --- | --- | --- |
| Do you have a driving licence? | Do you own a car? | Are you qualified and willing to drive a school minibus? |
| Yes/No | Yes/No | Yes/No |

# Education & Qualifications

|  |
| --- |
| What relevant qualifications have you achieved? (Please provide dates and awarding bodies): |

# Chronological Record of Employment (continue on the reverse if required)

|  |  |  |  |
| --- | --- | --- | --- |
| Date from | Date to | Name & Addressof Employer | Position held andadditional responsibilities |
|  |  |  |  |

# Equal Opportunities Policy. Forres Sandle Manor is an Equal Opportunities Employer. All decisions on recruitment are based solely on the merits and abilities of each applicant, regardless of sex, marital status, religion, colour, ethnic origin, race or disability.

# References

# Please provide the names, addresses and telephone numbers of at least of two referees. One referee should be your current employer (C) and neither of them should be related to you.

# By completing this section you are agreeing to the school contacting your referees (unless otherwise requested) and later verifying this information by telephone.

|  |  |
| --- | --- |
| Referee 1 |  |
| Referee 2 |  |
| Referee 3 |  |

# Personal Qualities

|  |
| --- |
| Please outline the qualities which you believe you have which make you suitable for this post: |

# Declaration

# By signing below, you are confirming that:

# All information you have supplied on this application is correct to the best of your knowledge

# You are not on the Children’s Barred List (Information held under Section 42 of the Education Act 2002)

# You are not disqualified by a court from working with children

# You are not subject to any sanctions imposed by a regulatory body

# You are aware that the post requires a Disclosure and Barring Services (DBS) Disclosure (enhanced disclosure for teaching/care staff)

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|  |  |
| --- | --- |
| Signature: | Date: |