

**APPLICATION FORM
CONFIDENTIAL**

Application Date

HANDCROSS PARK SCHOOL



*Attach
Recent
Photo*

Post Applied for

Personal Details (please use block capitals)

Surname			
Title			
Forenames			
Marital Status		Previous Names	
Address			
Post Code			
Driving Licence	Full/Provisional	Date of Birth	
NI number			
Home Telephone		Work Telephone	
Mobile Telephone		Email Address	

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Education and Academic Qualifications

School/College University	From	To	Subjects, Qualifications, Grades, Honours
School (post 16)			
Higher Education			

Present Appointment (or most recent)

Post Held		Date Appointed	
Brief Job Description			
Name of Employer/Company			
Company Address & Telephone Number			
Notice Required			

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Previous Employments (please start with most recent)

Title of post and name of company/employer	Position held and brief description	Period of Service	
		From	To

Professional Development

(please give details of courses relevant to this application and indicate any awards earned)

Course Title	Provider	Duration	Dates	Awards (if any)

Interests (both professional and leisure)

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Letter of Application

In support of your application, you are recommended to attach a hand-written statement giving your reasons for applying for this post.
Include any further information which you consider relevant to this application.

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Criminal Offences

As this post is classified as having substantial access to children, appointment will be subject to a Criminal Records Bureau check to previous criminal convictions. You are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975.

Do you have a criminal record? YES/NO

Are you or have you ever been disqualified from working with children? YES/NO

If 'yes' to either of the above questions, please provide details on a separate sheet in an envelope marked 'confidential'

Newells School Trust aims to be an equal opportunities employer, and selects staff on merit, irrespective of race, sex, disability, or age.

References

- References will only be sought for shortlisted candidates.
- May we approach your referees without further reference to you? YES/NO
- The first reference must be your present or most recent employer
- If you are currently working with children your present employer will be asked about any disciplinary offences relating to children, current and/or time expired; whether you have been the subject of any child protection concerns and if so, the outcome of these investigations. If you are not currently working with children, but have done so previously these issues will be raised with your former employer.

Name	Name
Position	Position
Address	Address
Tel No Email	Tel No Email
In what capacity do you know the referee?	In what capacity do you know the referee?
If you are known to either referee by any other name please give details	

Declaration

I declare that the information I have given on this form is correct and I understand that failure to complete the form fully and accurately could result in exclusion from shortlisting.

Signature:

Date:

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Additional Sheet