



The Kingswinford School (Academy)

— a science college —

TEACHING STAFF APPLICATION FOR EMPLOYMENT

(CRB enhanced disclosure will be required)

Thank you for your interest in working with us. With this form are the Job Description, Person Specification, The Fair Deal for Job Applicants and Policy Statements on Equal Opportunities. Please complete these forms in black ink or type and return to the school's address on the back of the form.

If you cannot do so because of disability you may apply on audio cassette tape or by curriculum vitae.

Vacancy Details	
Position	
Date Available To Start	

Personal Details			
Surname		Previous Surname(s)	
Forename		Preferred Name	
Home Address			
Telephone (Daytime)		Telephone (Evening)	
Email Address		NI Number	

Present / Most Recent Employment Details			
Employer / Local Authority			
Employer Address			
School /College / Service			
Post Held			
Date Started		Date Ended	
Present Salary		Scale Point	
Allowances		Threshold Awarded Date	
Reason For Leaving			

Headteacher: Mrs. B. Hedley BA Hons MA NPQH

The Kingswinford School (Academy Status), Water Street, Kingswinford, West Midlands DY6 7AD

Tel: 01384 296596 **Fax:** 01384 401098 **e-mail:** admin@kingswinford.dudley.sch.uk **www:** kingswinford.dudley.sch.uk



TEACHING STAFF APPLICATION FOR EMPLOYMENT continued (p2)

Education & Training (include those to be taken and whether full or part time. Proof will be required from successful applicants)				
Establishment <small>(earliest first from age 11)</small>	Dates Attended	Examination	Pass / Fail <small>(including Grade)</small>	Date Achieved

CONTINUE ON ADDITIONAL SHEETS IF REQUIRED

Other Training & Professional Qualifications (including In-Service Training)		
Professional Body / Course	Qualification	Date

CONTINUE ON ADDITIONAL SHEETS IF REQUIRED

Qualified Teachers (ONLY TO BE COMPLETED BY QUALIFIED TEACHERS)			
Qualifying Examination			
DFE Reference Number		Date Of Recognition	
Have you passed your induction period? <small>If yes, state place and date</small>		Are you in receipt of any Pension following previous service as a teacher?	
Special Subjects Offered			

TEACHING STAFF APPLICATION FOR EMPLOYMENT continued (p3)

Employment History (most recent first)				
Started	Ended	Employer	Main Responsibilities	Reason for Leaving

CONTINUE ON ADDITIONAL SHEETS IF REQUIRED

Experience & Activities Which Reflect Personal Qualities
<p>Please give details of any relevant experience. Include voluntary work, community work, helping others to deal with service providers, helping with family business and relevant skills which support your application.</p>

CONTINUE ON ADDITIONAL SHEETS IF REQUIRED

Letter Of Application
<p>You are invited to submit a letter of application to accompany this form, list all information relevant to this appointment any other information you may wish to provide. It will be in your interests to provide as full a statement as possible at this stage. The letter and application form should be returned to the school/service unless stated otherwise in the advertisement.</p>
<input type="checkbox"/> Please tick this box if there are any attachments to this form

Additional Information			
If called for interview, do you have any particular needs (e.g BSL Signer)? <i>If YES please give details.</i>			
Do you have a current driving licence?		Type/Classification	
Do you have any current endorsements? <i>If YES please give details.</i>			

TEACHING STAFF APPLICATION FOR EMPLOYMENT continued (p4)

References			
If you are in employment, please give present employer. Students should give senior tutor or studies supervisor. If unemployed, please give most recent employer if possible. If you do not wish referees to be contacted before giving your permission, please enter 'X' in box next to the Referee's name.			
Referee 1		Referee 2	
Name	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Address	<input type="text"/>		
Referee's relationship to you	<input type="text"/>		
Telephone No	<input type="text"/>		
Fax No	<input type="text"/>		
E-mail Address	<input type="text"/>		

Rehabilitation Of Offenders Act 1974
There are certain posts that involve working with children, other vulnerable groups or in positions of trust that are exempt from the provisions of the Rehabilitation of Offenders Act 1974. If the post you are applying for falls within the above category, this will be indicated on the supporting information you have received with this form. You must therefore disclose details of cautions, reprimands, final warnings and convictions, including 'spent convictions'. Any failure to disclose such information could result in dismissal or disciplinary action. Any information given will be treated as confidential and will be considered only in relation to posts to which the order applies.
DECLARATION Have you at any time received, or do you have pending, a caution, reprimand, final warning or conviction? State YES or NO If YES, please give details

DECLARATION
Please state if to your knowledge you are related to any employee of The Kingswinford School or members of the school's Governing Body. Canvassing or failure to make proper disclosure shall disqualify you for the appointment and if appointed, shall render you liable to dismissal without notice.
State YES or NO If YES, give name and relationship I certify that the statement information on this application form and in all other supporting papers are true and correct. I also give my consent to the processing of data contained or referred to on this form in accordance with the Data Protection Act, 1998. Signature Date

Please return this form to:
Miss K Smith - Assistant to the Business Manager
The Kingswinford School, Water Street, Kingswinford, West Midlands. DY6 7AD.

TEACHING STAFF APPLICATION FOR EMPLOYMENT – continuation sheets

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TEACHING STAFF APPLICATION FOR EMPLOYMENT – continuation sheets

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