|  |  |  |
| --- | --- | --- |
| **CONFIDENTIAL** SO(48) The information you provide on this form will be used for recruitment & selection and employment contract purposes | Please complete in black ink or typescriptTEACHER APPLICATION**Please return form to** **h.hilton@leedsfederation.org** |  |

|  |  |
| --- | --- |
| **Application For Appointment as : Part Time Federation Teacher (Temporary)****Grade:** **School/Unit: Bramham and Shadwell Federation** | **Closing date: 14/3/18** |
| National Insurance No:      |
| **1. PERSONAL DETAILS** |  |
| Last Name and Title:      Home Address:                     Postcode:      Tel No (home):      Email:      | First Name(s):      Address for Correspondence (if different):                    Postcode:      Work:      |
| Should you be selected for interview, please indicate dates when it would be impossible for you to attend.**For Full Time posts**:I am applying for Job Share / Part-Time **(please delete as appropriate)**Please indicate the range of days and the maximum number of hours you are able to work\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Do you hold Qualified Teacher Status? If Yes, please give date of the award.QTS Certificate number (if available):Have you successfully completed a period of induction as a qualified teacher in this country where the DfE required this? If Yes, please give date of completion. Are you registered with the GTCE? Yes / NoWhat is your GTCE Teacher Reference number? (DfE number) (eg 12/34567).If not known, please state the date andname under which you are qualified.Are you subject to any conditions or prohibitions placed on you by the GTCE (or another GTC in the UK)?If Yes, give full details.If you do not have a DfE Number, have you applied for Qualified Teacher Status: Are you in receipt of a public service pension?  If you are returning to teaching have you been granted Infirmity Retirement by the Department for Education? (If yes please give the date)      Are you related to any Council Member, Senior Officer of Leeds City Council or any Governoror member of staff at this school? (if YES please give details:)      |

|  |
| --- |
| **References**It is expected that Teachers/Deputy Headteachers will name their present or most recent Headteacher as their first referee. Headteachers should list their LEA or Employing Body. University leavers should name their course tutor. One referee should be your current or last employer. |
| 1. Title: Name:     Position:      Address:      Town:     Postcode:      Phone:      Email:      Capacity in which known:      **Your referees will be contacted if you are****selected for interview** | 2. Title: Name:     Position:      Address:      Town:     Postcode:      Phone:      Email:      Capacity in which known:      **Your referees will be contacted if you are****selected for interview** |
| **2. SECONDARY, FURTHER AND HIGHER EDUCATION** |
| Date ( MMM/YYYY) e.g NOV/2002 | School, College University or Establishment | Examinations taken or being taken or any other qualifications obtained | Full or Part Time (F/P) | Exam result & grade |
| From:      To:        |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |
| From:      To:       |       |       | F/P |       Date:       |

|  |
| --- |
| 1. **CONTINUING PROFESSIONAL DEVELOPMENT/TRAINING (appropriate to the job)**
 |
| Course Title | Provider | Dates | Duration | Course Completed | Awards (if any.) |
|       |       | From     To      |      |  |       |
|       |       | From     To      |      |  |       |
|       |       | From     To      |      |  |       |
|       |       | From     To      |      |  |       |
|       |       | From     To      |      |  |       |
|       |       | From     To      |      |  |       |

|  |
| --- |
| **4. EXPERIENCE** |
| Present Post (or most Recent)      Post Held       |  | Employing Authority     Grade/Allowances       | Date of Appointment      Salary £       |
| Previous Teaching Appointments listed in sequencePlease include your Teaching Practice (if this is your first appointment) |  Period of Service |
| Name of School/Unit/CollegeLEA | FT/PT | Title of Post and Grade | Age Range | NOR | From To(mm-yy) (mm-yy) | Reason for leaving |
|       |  |       |       |      |        |       |
|       |  |       |       |      |             |       |
|       |  |       |       |      |              |       |
|       |  |       |       |      |              |       |
|       |  |       |       |      |             |       |
|  |  |  |  |  |  |  |

|  |
| --- |
| **5. OTHER WORK EXPERIENCE** (please start with most recent)Please give details in chronological order of any experience/activities which you consider relevant to teachinge.g. commercial experience, raising a family, youth work, voluntary work. |
| Details and nature of Work/Activity | Name of Employer | Period of ServiceFrom To | FT/PT |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| **6. INFORMATION IN SUPPORT OF THIS APPLICATION** |
| (You may use this space to provide any information you wish, including any interest or unpaid activity. Ensure that you provide a full description of all skills, knowledge and experience that you feel are relevant to the post for which you are applying.)      |
| Criminal OffencesThis post is exempted from the Rehabilitation of Offenders Act (1974). You are therefore required to provide details of any spent convictions, cautions, reprimands and final warnings you may have in addition to any unspent convictions or criminal proceedings pending against you. If you are invited for interview, a statement of these details should be sent to the school under separate cover in an envelope marked ‘Private and Confidential – For the Addressee Only’ in the top left hand corner with ‘The Head Teacher’ in the centre of the envelope and with the words ‘Conviction Information’ marked in the bottom left hand corner.  |
| **Data Protection Act 1998**The information you submit will be processed by Leeds City Council. Your data will be used for purposes of Leeds City Council’s Recruitment and Selection process. It will be used to monitor the effectiveness of the Council’s policies and practices, in particular its Equal Opportunities Policy. This monitoring is for statistical purposes only and you will not be identifiable from this process. However, your personal details, contained in the application form may be used in the prevention and detection of fraud. Where this occurs you will be identifiable.Your information may also be disclosed to the following third parties:Survey and research organisations(for monitoring purposes only) – Local Government Authorities – Central Government Authorities – Organisations that handle or investigate the proper use of public funds – Law Enforcement Authorities.**Declaration** I consent to Leeds City Council recording and processing the information detailed in this application form. I understand that this information may be used by the company in pursuance of its business purposes and my consent is conditional upon Leeds City Council complying with their obligations under the Data Protection Act 1998”.I confirm that all information given in this application is accurate and I agree that if my application is successful my appointment will be subject to satisfactory criminal vetting under the legislation for the protection of children.**Signed: Date:**If you are submitting this form electronically you will be required to sign a hard copy should you be selected for interviewCanvassing in any form, EITHER DIRECTLY OR INDIRECTLY, will be a disqualification. |

**EQUAL OPPORTUNITIES**

We promote diversity and want a workforce which reflects the people of

Leeds. We will use your answers to monitor and check the fairness of our

recruitment. Any information you provide will be kept confidential. You do not

have to answer these questions and if you do not then it will not make any

difference to your application.

**Date of Birth: / / Male  Female **

**Are you Disabled? (delete as appropriate) Yes No**

**Where did you see this post advertised?**

Please identify your marital status:

**Married  Civil Partnership  Co-habiting  Single  Other **

Please identify your religion:

**Buddhist  Christian  Hindu  Jewish  Muslim  No Religion **

**Rastafarian  Sikh  Other **

Please identify your sexual orientation: (definitions below)

**Heterosexual  Lesbian  Gay man  Bisexual **

Heterosexual – Someone who is attracted, emotionally and or physically, to persons of the opposite sex.

Lesbian – A woman who is attracted, emotionally and or physically, to other women.

Gay man – A man who is attracted, emotionally and or physically, to other men.

Heterosexual – Someone who is attracted, emotionally and or physically, to both sexes.

**Ethnicity**

###### **Black or Black British**

African BF

Caribbean BC

Other (Specify) BO

###### **Chinese or other ethnic groups**

Chinese CC

Other (specify) CO

###### **Mixed**

White and Asian MA

White and Black African MF

White and Black Caribbean MC

Other (specify) MO

###### **Asian or Asian British**

Bangladeshi AB

Indian AI

Kashmir AK

Pakistani AP

Other (Specify) AO

­­­­­­­­­­

## **White**

British WB  Gypsy/Roma/Traveller GR 

Irish WI 

Other (specify) WO 