

For office use only (Application Reference Number)



North

Yorkshire County Council

EDUCATION SERVICES

APPLICATION FOR A TEACHING APPOINTMENT

Post Title

At School/College

PERSONAL DETAILS

Surname: Forename(s):

Former surname(s) (For pension purposes):

Address:

.....

..... Postcode:.....

Home Tel: Daytime/Work Tel: E-mail:

National Insurance Number: Dfes/GTC Reference Number:

PRESENT POST OR MOST RECENT POST

Title of post: Salary point:

Name of School/Employer: L.E.A:

Age range: Number on roll: Date of appointment:

CAREER DETAILS

Starting with the most recent position prior to current post. Include paid and voluntary experience.

Start Date	End Date	School (nor/age range/LEA) Employer	Position held and nature of work/activity

QUALIFICATIONS

EDUCATION

Secondary School/College of Further Education	Date From	To	Qualifications: GCE/GCSE etc. number; A Level/BTEC etc. give subject details	Date
College of Higher Education / University	Date From	To	Degree or Certificate Degree please state classification	Date
Other qualifications (full details and date)	Date From	To		Date

COURSES

Please give details of recent significant in-service training courses etc. attended.

(continue on a separate sheet if necessary)

(Newly Qualified Teachers are invited to outline key elements of their course and dissertation work).

Organising Body	Nature/Title of Course	Dates

RELEVANT EXPERIENCE

Please read the Job Description and Person Specification carefully, then describe how your knowledge, skills and experience relate to this post.

REFERENCES:

Please give the name and addresses of two referees (not relatives) one of whom should be your present employer (or last employer if not currently employed). If you are in, or have just completed, full time education, one referee should be from your College/University.

Name: Address: Position held: Telephone:	Name: Address: Position held: Telephone:
May your referee be approached prior to interview? Yes / No	May your referee be approached prior to interview? Yes / No

DECLARATIONS

- The applicant should state whether to his/her knowledge, he/she is related to any member of, or to the holder of any senior office under, the County Council, or to any governor of the school.
- This document is subject to medical clearance and to national procedures for the disclosure of criminal background of those with access to children, which will be checked by the Criminal Records Bureau. 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 (Exceptions) (Amendment) Order 1986, Section 4 (2) of the Rehabilitation of Offenders Act 1974 does not apply to this question. You are **not** entitled to withhold information about a previous conviction on the grounds that it is for other purposes spent under the act. In the event of employment, any failure to disclose such convictions will normally result in dismissal by the Authority. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the order applies. A criminal conviction does not preclude consideration for employment.
- Please give brief details of any absences of three days or more which you have had in the last five years due to sickness (please use an additional sheet if necessary)
.....
- Date on which applicant could take up duty if appointed
- I confirm that the information I have provided is correct.

Signed: **Date:**

This application form should be completed in full and returned, together with a letter of application addressing any issues identified in the information provided, to the address indicated by the specified date. Applicants requiring an acknowledgment of receipt should please enclose a stamped self addressed envelope or postcard.

FOR OFFICE USE ONLY:

Not Shortlisted	Shortlisted	Interviewed	Unsuccessful	Offered	Appointed