



**SHERBORNE
QATAR**

(Please complete this form in BLACK ink or typescript as it may be photocopied.)

APPLICATION FOR A TEACHING APPOINTMENT ⁽¹⁾

| | | | | | |
|---|--|----------|--|----------------|---------------|
| TITLE OF POST APPLIED FOR : | | | | | |
| TITLE: | | SURNAME: | | FORENAMES: | |
| PERMANENT ADDRESS (inc. Post Code): | | | HOME TELEPHONE NUMBER (inc. STD code): | | |
| | | | WORK TELEPHONE NUMBER (inc. STD code): | | |
| | | | MOBILE TELEPHONE NUMBER: | | |
| | | | DATE OF BIRTH: | | |
| Address to which correspondence should be sent (if different from above) and telephone number: | | | PREVIOUS SURNAME: | | |
| | | | NATIONAL INSURANCE NO.: | | |
| | | | DEPT. FOR EDUCATION REF. NO.: | | |
| <p>EDUCATION DETAILS Candidates should complete Section B and/or C as applicable</p> | | | | | |
| A Schools from the age of 11 (give dates) | | | | From | To |
| B i) University or College (give dates of entering and leaving and whether full or part time) | | | | From | To |
| ii) Degree taken | | Degree | Pass/Hons | Class/Division | Main Subject |
| | | | | | Date of Award |
| iii) Professional training following degree course, e.g. PGCE (give dates) | | | | From | To |
| C i) College of Education (give dates of entering and leaving) | | | | From | To |

| | | | |
|--|--|------|----|
| ii) Details of training (please state age range for which your course was designed) | | | |
| iii) Name and date of examination qualifying candidate for recognition as Qualified (non graduate) Teacher | | | |
| iv) Detailed results (if known) | | | |
| D Supplementary courses (one term or more) or Advanced Diploma course attended and result | | From | To |

⁽¹⁾ NOTE: These questions (including requirements for dates) are included for the purposes of Child Protection and Safer Recruitment guidance (DCSF/1568/2005). If you have any concerns relating to these questions, please feel free to leave blank and explain your concerns separately in writing to us.

Particulars of short in-service training courses you have attended during the last three years

| Date | Length of Course | Details of Course | By Whom organised |
|------|------------------|-------------------|-------------------|
| | | | |

(If you would prefer to respond to the following two sections in your covering letter, please feel free to do so.)

Give a brief statement of your special subject(s) and experience (if any) in teaching them.

State also what other subjects you can teach and any interests in extra-curricular activities and pastoral work you may have.

Have you any other special qualifications or interests which are relevant to this application?

TEACHING EXPERIENCE (please enter in chronological order) Part-time employment should be clearly indicated.

| Date of Appointment | Date of leaving | Status (inc. scale and spinal point of post where appropriate) | School or College (official name in full) | Sex and No. of pupils in school | Age-range | Independent/Maintained | Reason for leaving |
|---------------------|-----------------|--|---|---------------------------------|-----------|------------------------|----------------------------------|
| | | | | | | | |
| Present Position | | | | | | | Present salary £ p |

PARTICULARS OF NON-TEACHING EMPLOYMENT

Part-time service or unpaid activities should be clearly indicated as such and exact dates given where possible

| From | To | Employer | Post held |
|------|----|----------|-----------|
| | | | |

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

If appointed, when could you begin duty?

REFEREES

Please give names and addresses of two persons from whom confidential references may be obtained. These should normally include your present Headteacher or, if a newly-qualified teacher, your College Principal/Tutor.

| Name | Address (including postcode, telephone number and email address if known) | Position |
|------|---|----------|
| 1. | | |
| 2. | | |

NOTES

- References will normally be taken up prior to interview, if you are shortlisted. If you have any concerns with this, please let us know (this could potentially delay a start date if appointed, and/or result in the need for a further interview).
- Candidates are reminded that canvassing of members of the School's Governing Body will disqualify their application.
- Applicants whose qualifications have been obtained outside ENGLAND AND WALES should attach a copy of their

letter recognition from the Department of Education and Science.

- 4. Completed application forms should be submitted together with a letter of application by the published deadline. Guidance for the contents of the letter of application will be found in the details about the post.

Data Protection Act 1998 - The information or data which you have supplied may be processed and held on computer, and will be processed and held on your personal records if you are appointed. The data may be processed by the School for the purpose of equality monitoring, compiling statistics, and for the keeping of other employment records. By signing and returning this application form you will be deemed to be giving your explicit consent to processing of data contained or referred to on it, including any information which may be considered to be sensitive personal data.

* Have you ever been convicted of a criminal offence? **Yes/No**

If yes, please give details of conviction :

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.....
.....

** (Answering **Yes** does not necessarily ban you from appointment. If **Yes**, you are required to give details as the post for which you are applying is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 as amended. A subsequent offer of appointment will be dependent upon the completion of a satisfactory Disclosure and Barring Service check. Further details are available in the Sherborne School Policy on the Recruitment of Ex-Offenders.)*

**I hereby certify that the entries on this form are complete and correct to the best of my knowledge.
I agree that if my application is successful a DBS check for criminal convictions/actions will be made.**

Signed: _____ Date: _____