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| St Mary's and St John's CE School    LDBS | **St Mary’s & St John’s CE School**  Application form  CONFIDENTIAL |

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| APPLICATION FOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_at St Mary’s and St John’s CE School, Hendon, NW4 | | | |
| **Part A – 1. APPLICANT’S PERSONAL DETAILS** | | | |
| SURNAME: | | TITLE (Mr, Mrs, Ms etc.) | |
| FORENAMES: | | PREVIOUS NAME(S) (if applicable): | |
| PERMANENT ADDRESS: | | | |
| TEMPORARY ADDRESS: | | | |
| WORK TELEPHONE: | HOME TELEPHONE: | | MOBILE NUMBER: |
| EMAIL: | | | |
| Are there any restrictions on your being resident or being employed in the UK?  🞎 Yes 🞎 No | | | |

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| **2. EDUCATION AND TRAINING** | | | |
| NAME OF INSTITUTE AND ADDRESS | FROM | TO | EXAMINATIONS PASSED WITH GRADES |
| Secondary School or College: |  |  | GCSE or equivalent:  A Levels or equivalent: |
| University or College: |  |  | Main subject(s):  Degree and date awarded:  Class of degree:  Full time/Part time: |
| Details of any other Qualifications: |  |  | Date awarded: |

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| **3. INSERVICE TRAINING/PROFESSIONAL DEVELOPMENT** | | | |
| LONG COURSES OVER 3 DAYS ATTENDED IN THE LAST 3 YEARS | | | |
| TITLE | ORGANISING BODY | FROM | TO |
|  |  |  |  |
| SHORT COURSES (1-2 days) ATTENDED IN THE LAST 2 YEARS | | | |
| TITLE | ORGANISING BODY | FROM | TO |
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| **4. CURRENT EMPLOYMENT** | |
| Present Post:  Responsibilities:  Date appointed:  Name of employer: | School:  Local Authority:  No. on Roll:  Address: |

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| **5. OTHER POSTS** | | | |
| NAME OF ORGANISATION | JOB TITLE | FROM | TO |
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| **6. CURRENT SALARY** |
| BASIC ANNUAL SALARY (please indicate spine point): |
| ADDITIONS (please give allowances, TLRs, London weighting etc.): |
| TOTAL SALARY: |
| NATIONAL INSURANCE NO: |
| DCFS NO: |

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| **7. PROFESSIONAL REFERENCES** |
| Please give the names of two referees who can vouch for your professional work, one of whom should be your present Headteacher if you are working in a school. |
| i) Name:  Position:  Address:  Telephone number:  Email address (where possible): |
| ii) Name:  Position:  Address:  Telephone number:  Email address (where possible): |

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| **8. SUPPORTING STATEMENT** |
| Your application should be supported by a letter of not more than 3 sides of A4 (12pt), describing **how your experience has prepared you** and **why you are the right candidate for this post.** |

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| **9. WORKING IN A CHURCH OF ENGLAND SCHOOL** |
| We welcome, as teachers and other members of staff, people of many faiths and beliefs. We do, however, ask that all staff should support the values, ethos and philosophy of a Christian school, in the tradition of the Church of England, and we would expect staff to make a positive contribution to the development of that Christian ethos.  We expect our school leaders to demonstrate a clear commitment to the Christian ethos. |
| If you are a practicing member of a Christian Church, please give details:  Denomination:  Place of Worship:  Address:  Diocese (if applicable): |
| If possible please give the name of a parish priest or minister from whom a reference may be sought:  Name:  Address:  Telephone number: |
| Please add a brief statement here in support of your application to this Church of England school: |

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| **Part B – CONFIDENTIAL INFORMATION** |
| 1. Work Status  I understand that under the terms of the Asylum and Immigration Act 1996 should I be short-listed for the post for which I am applying, I will provide for the governing body, as employer, an original document\* showing my entitlement to work in this country.  \*Acceptable documents include your National Insurance card, a birth certificate issued in the UK or Eire, a P45 from your previous employer, a valid passport, or any relevant authorisation allowing you to work in this country. |
| 2. Other information  Are you related to any member of the governing body, LA elected member, senior LA official or officer of LDBS?  🞎 Yes 🞎 No  If yes, please give details:  You are reminded that any canvassing, direct or indirect, will disqualify candidates.  Successful candidates may be required to produce their birth certificate and original proof of qualifications and undergo medical examination.  Any job offer will be subject to a satisfactory enhanced disclosure check with the Disclosure and Barring Service. |

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| **PERMISSION TO JOIN THE LONDON DIOCESAN BOARD OF SCHOOLS** |
| If your application is not successful, would you be happy for your application to be passed on to another LDBS school with a similar vacancy?  *All information will be handled and transferred under the terms of the Data Protection Act 1998.*  🞎 Yes 🞎 No |

**Declaration**

To the best of my knowledge the information on this form is correct.

I am in possession of all certificates which I claim to hold.

I understand that willful falsification or omissions may, if I am appointed, result in my dismissal.

I declare that I am not on List 99 or disqualified from working with children.

I am not subject to any sanction imposed by the General Teaching Council.

I consent to the processing of personal data as defined in the Data Protection Act 1998.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_