

LIGHT HALL SCHOOL



Light Hall School is committed to equal opportunities and the safeguarding of all children.

Please complete this form in full and in black ink/text.

Vacancy details

Application for the post of

Personal details

Surname:	First name:	Preferred title:
Date of birth:	DfES number: (for teachers)	E-mail address:
Address:		
Contact telephone number:		

Present or most recent employment

Job title:	
Current responsibilities:	
Date appointed:	Date left:
Name and address of employer:	
Telephone number:	Salary point:

Secondary education

School/College:

Address:

From:

To:

Qualifications:

Further and Higher Education

Institution:

From:

To:

Qualifications obtained:

Institution:

From:

To:

Qualifications obtained:

Institution:

From:

To:

Qualifications obtained:

Details of any recent relevant professional development or other training in the last 5 years

Date	Course title

Employment and related experience

Details of your current employment are provided above. Please give details here of previous employment, with the most recent first.

Job title:	
Starting date:	Leaving date:
Employers name and address:	
Responsibilities:	
Reasons for leaving:	

Job title:	
Starting date:	Leaving date:
Employers name and address:	
Responsibilities:	
Reasons for leaving:	

Job title:	
Starting date:	Leaving date:
Employers name and address:	
Responsibilities:	
Reasons for leaving:	

Disciplinary statement

Have you ever been subject to any formal disciplinary action or compromise agreements?

If so, please give details (disclosures need not bar you from appointment).

Disclosure of criminal convictions

The nature of this post for which you have applied means that it is exempt from the provisions in the Rehabilitation of Offenders Act 1974. You are therefore required to disclose whether or not you have ever been convicted of a criminal offence. Disclosures need not bar you from appointment. However, should you fail to disclose a criminal conviction prior to appointment this could result in your dismissal or other disciplinary action be taken against you.

ALL INFORMATION SUPPLIED WILL BE TREATED IN THE STRICTEST CONFIDENCE

Have you ever been convicted of a criminal offence?

If yes, please provide details below (or in a separate “strictly confidential” envelope)

References

Please give the names and addresses of two referees who may be contacted regarding your professional ability. One of these must be your present or most recent employer. If this is a school the referee must be the Headteacher.

Name:	Job title:
Address:	
Tel. No.:	E-mail address:
Relationship to applicant:	

Name:	Job title:
Address:	
Tel. No.:	E-mail address:
Relationship to applicant:	

Can references be obtained prior to interview?

If no, please give details:

Data Protection Act

If you are appointed the information from this form may be stored on the computer files of a personal information system.

Declaration

I confirm that the information given in this application form is correct and that I am in possession of the certificates I claim.

Signed:	Date:
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