



Confidential

Application Form Teaching and Leadership Posts

VACANCY DETAILS

POST APPLIED FOR:			
Where did you hear about this job? (Recruitment monitoring)		What date are you available start a new post?	

PERSONAL DETAILS

First Name	
Surname	
Preferred Title	
Previous name(s) known by	
Address and post code	
Contact telephone number	
E mail address	

CURRENT EMPLOYMENT

Employer details	Job Title	Dates employed	Age range taught	Number on roll	Salary	Description of responsibilities
State name of employer/school, address, e mail and telephone number						
Notice required				Reason for leaving		

3. PREVIOUS EMPLOYMENT

Please provide details of previous employments listing the most recent first.

Employer	Post	Grade / Scale	Description of	Dates (month/year)	Reason
----------	------	---------------	----------------	--------------------	--------

			responsibilities		for leaving
				From	To

EDUCATION AND QUALIFICATIONS

Please provide details of your education from secondary school onwards. You will be required to produce evidence of relevant qualifications for the role.

Dates attended		Name of Educational Establishment	Qualification(s) gained	Grade/class of degree	Date of award
From	To				

TEACHER STATUS

Teacher reference number	
Do you have QTS?	Yes <input type="checkbox"/> No <input type="checkbox"/>
QTS certificate number (where applicable)	
Date of Qualification	
Are you subject to a teacher prohibition order or an interim prohibition order issued by the secretary of state as a result of misconduct?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you subject to a Teacher Regulation Agency (TRA) sanction or restriction?	Yes <input type="checkbox"/> No <input type="checkbox"/>

GAPS IN EMPLOYMENT

Please use the space below to explain any gaps in your employment.

--

ADDITIONAL INFORMATION

Please provide any additional information relevant to this application. This section should be used to explain why you are applying for this post and how your experience, training, skills and personal qualities match the requirements of the role as set out in the job description and person specification.

REFERENCES

Please provide details of **two** people who are able to comment on your suitability for this post. One must be your present or most recent employer. If you have not previously been employed, then Head Teachers, College Lecturers, or other persons who are able to comment authoritatively on your educational background and/or personal qualities are acceptable as referees. If you are an Equals Trust employee, you must state your current line manager as your first referee. We reserve the right to seek any additional references we deem appropriate. Please let your referees know that you have listed them as a referee, and to expect a request for a reference should you be shortlisted.

Name (Referee 1):		Name (Referee 2):	
Status:		Status:	
Address:		Address:	
Postcode:		Postcode:	
Telephone No:		Telephone No:	
Email address:		Email address:	
Do we have your permission to approach the above prior to interview?		YES <input type="checkbox"/> NO <input type="checkbox"/>	

DISCLOSURE AND BARRING AND CHILDCARE DISQUALIFICATION

The Trust is required under the Police Act 1997, the Protection of Children Act 1999 and the Criminal Justice & Court Services Act 2000 to check the criminal background of those employees whose jobs give them access to children or other vulnerable members of society. Decisions to appoint will be subject to consideration of a disclosure from the Disclosure & Barring Service.

The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

<https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974>.

If you are invited for interview you will be asked to fill in a criminal record disclosure form which must be filled in and returned. No interview will take place without the completed form being received by us.

SAFEGUARDING STATEMENT

Equals Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment. Successful applicants will receive the Trust Safeguarding Policy which outlines the duties and responsibilities of the employer and all employees, volunteers and others working in and visiting our schools.

DISABILITY AND ACCESSIBILITY

We are committed to ensuring that applicants with disabilities or impairments receive equal opportunities and treatment. If you have a disability or impairment, and would like us to make adjustments or arrangements to assist if you're called for an interview, please state the arrangements you require:

RELATIONSHIPS

Please list any personal relationships that exist between you and any of the following members of our Trust:

Governors, Trustees, Central Team Staff, School staff, Pupils or Teaching School staff

If you have a relationship with any of the above Trust staff, this does not necessarily prevent you from gaining employment.

Name	Relationship to you	Relation's role and location

DATA PROTECTION

This form requires personal data. We will only use this data in line with data protection legislation and will process your data for one or more of the following reasons permitted in law:

- You have given us your consent
- We must process it to comply with our legal obligations
- We need to process it for our legitimate interests

To find more information on our legitimate aim and how we use your personal data please see our privacy notices and other GDPR information here: <https://www.equalstrust.org/page/?title=GDPR&pid=44>

RIGHT TO WORK IN THE UK

Equals Trust will require you to provide evidence of your right to work in the UK in accordance with the Immigration, Asylum and Nationality Act 2006.

14. DECLARATION

If you return your application form to us by email we will take your e mail correspondence as a signature on this form.

I declare that, to the best of my knowledge and belief, the information given on all parts of this form is correct. I understand that, should my application be successful and it is subsequently discovered that information has been falsified, then disciplinary action may be taken which may include dismissal from the post.

I accept that, if I am successful in securing employment with Equals Trust, I will provide the appropriate documentary evidence in accordance with safer recruitment prior to commencing with the Trust.

Signed

Date

Please return your completed form and your equality monitoring form by email (to recruitment@equalstrust.org) or by post/hand to the address shown in the advertisement/information pack.

Thank you for your interest in our Trust and we look forward to hearing from you.