



GREAT SCHOOLS TRUST

Application Form - King's Leadership Academy Bolton

Completed application forms should be emailed To admin@greatschoolstrust.com. All sections must be completed in full. A CV may be submitted as supplementary information but should not be used as a substitute for any part of this form. Late applications will not be considered.

For academy use only

Date received
References requested
References received 1. 2.
Interview YES / NO
Interview date
Interview time

| 1. Personal Details | |
|---|--|
| Title <i>(Dr./ Mr. / Mrs. /Ms)</i> | |
| Surname | |
| First names | |
| Previous surname <i>(If applicable)</i> | |
| Address for correspondence | |
| Postcode | |
| Telephone | <i>(Landline)</i> <i>(Mobile)</i> |
| Email address | |
| Date recognised as teacher by D.f.E. | |
| D.f.E. reference number | |
| Full driving licence <i>(Yes / no)</i> | |
| Driving licence number | |

| 2. Educational qualifications <i>(Please state grade obtained for each qualification obtained)</i> | |
|---|--|
| Secondary school | |
| Dates attended | |
| Qualifications gained | |
| Sixth form | |
| Dates attended | |
| Qualifications gained | |
| College / University | |
| Dates attended | |
| Title & class of degree with Division and date awarded | |
| Subjects studied <i>(Indicate main / subsidiary)</i> | |
| Teaching qualification | |
| Date awarded | |
| Other relevant qualifications | |
| Note: <i>Original evidence of qualifications held will be requested if appointed</i> | |

| 3. Present or most recent post | |
|--|--|
| Name of employer | |
| Name of academy / school / college/ company | |
| Address | |
| Telephone number <i>(including code)</i> | |
| Age range of academy / school / college | |
| Educational status <i>(Selective / non-selective / boys / Girls / mixed)</i> | |
| Currently employed as | |
| Date employment commenced | |
| Subject / age groups taught | |
| Subsidiary subjects you are able to offer | |
| Present salary <i>(include scale point or TLR)</i> | |
| Description of present responsibilities | |
| | |

| 4. Employment History <i>(Please include all employment since leaving College / University giving name(s) and address(es) of employer(s) and starting with the most recent title of post held)</i> | |
|--|--|
| Employer Establishment Age range <i>(if applicable)</i> Post Salary Employment dates <i>(mm/yyyy – mm/yyyy)</i> | |
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| Employer Establishment Age range <i>(if applicable)</i> Post Salary Employment dates <i>(mm/yyyy – mm/yyyy)</i> | |

| 4. Employment History (ctd) <i>(Please include all employment since leaving College / University giving name(s) and address(es) of employer(s) and starting with the most recent title of post held)</i> | |
|--|--|
| Employer Establishment Age range <i>(if applicable)</i> Post Salary Employment dates <i>(mm/yyyy – mm/yyyy)</i> | |
| Employer Establishment Age range <i>(if applicable)</i> Post Salary Employment dates <i>(mm/yyyy – mm/yyyy)</i> | |
| Employer Establishment Age range <i>(if applicable)</i> Post Salary Employment dates <i>(mm/yyyy – mm/yyyy)</i> | |

5. Professional Development

(Relevant courses attended in the last three years / duration / dates)

| |
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| |
|--|

6. Interests and activities

(Please indicate those that you would be prepared to offer as an extra-curricular enrichment activity)

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| |
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7. Health Record

Are you registered disabled?

Yes No

Details (if applicable)

Do you have any health related issues that may require the academy making 'reasonable adjustments'

Yes No

Details (if applicable)

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

Note: *Should you be appointed you will be required to complete a medical questionnaire*

8. Attendance Record

(Number of days missed during the last three academic years)

| Year 1 | | Days | Year 2 | | Days | Present year | | Days |
|--------|--|------|--------|--|------|--------------|--|------|
| | | | | | | | | |

Please give reasons for the above absences if they were not health related

(The trust reserves the right to ask about the health of an applicant where such information may be important to establish an applicant's ability to carry out functions intrinsic to the post they have applied for)

| |
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| 9. Other disclosures by applicant | |
|---|--|
| <p>The Great Schools Trust has a duty to be particularly careful to enquire in to the character and background of applicants for appointment to posts involving contact with children under the age of 18. It is therefore essential that, in making your application, you disclose whether you have been cautioned or convicted of a criminal offence and, if so, the nature of the offense. Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974, by virtue of the rehabilitation of Offenders 1974 (exceptions) Order 1975 and the Rehabilitation of Offenders Act 1974 (Exceptions)(Amendments) Order 1986, the Police Act 1997 as amended by Part V of the Protection of Children Act 1999. The fact that caution(s) / conviction(s) have been reported against you will not necessarily debar you for consideration for this appointment. You must, therefore, answer the question below 'Have you ever been cautioned or convicted of a criminal offence'. If the answer is 'yes' you must give details which may, if you wish, be enclosed in a separate sealed envelope marked 'confidential' and attached to your application. Any information given will be completely confidential and will be considered only in relation to an application for positions to which the Order applies. The object of this Notice is not, in any way, to reflect upon the applicant's integrity but it is necessary to protect the public and the Trustees.</p> <p>Please note this will also include the need to declare information about any cautions or convictions which for other purposes are 'spent' under the provision of the Act. In the event of employment, any failure to disclose such convictions will result in dismissal or disciplinary action by the Trust. Formal checks are undertaken for all staff appointed to work at a GST academy through the Disclosure and Barring Service (DBS) and you will be asked to respond again to the question at interview if shortlisted for the position.</p> | |
| Have you ever been cautioned or convicted a criminal offence? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Have you ever been subjected to an investigation by the G.T.C. or Teaching Agency? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If so, please state the outcome including any orders or conditions of registration | |
| Are you subject to any competency procedures or investigation in your current employment? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do you have any informal or formal warnings on your present employment record? <i>(If so, please give details)</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do you require a work permit? <i>(If the answer is yes please give details of length of permit)</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are you, to your knowledge, related to any member of the Board of Trustees or any employee of the trust? | <input type="checkbox"/> Yes <input type="checkbox"/> No |



(If yes, please give details)

10. Supporting Statement

(Please explain why you are applying for this role, how you consider your experience to date is appropriate for the position and what difference you could bring if appointed. All that you wish to say should be put in to this section. Separate supporting statements will be ruled unacceptable)

Signed

Date



11. **Referees.** Please give details of 2 referees, the first must be your current or most recent employer.

| Referee No 1 (Current Employer) | | Referee No 2 | |
|---------------------------------|--|------------------------------|--|
| Name | | Name | |
| Position | | Position | |
| Address | | Address | |
| How long have you known them | | How long have you known them | |
| Tel No | | Tel No | |
| E-Mail | | E-Mail | |

12. Advertisement

| | |
|---|--|
| Where did you see this post advertised? | |
|---|--|