



Apple A Day Supply
21A Paxcroft Farm, Trowbridge,
Wiltshire, BA14 6JB

CONFIDENTIAL

TEACHING APPLICATION FORM

Please use black ink/ print when completing this form

1. Application for the post of

At

Available from

2. First name

Surname

Previous surnames

Address

Post Code

Daytime

Evening

Email

01225 302011

appledaysupply.co.uk

info@appledaysupply.co.uk



| Name of School/College | Dates | | Subject/Qualification | Grade and date awarded | |
|------------------------|-------|----|-----------------------|------------------------|--|
| | From | To | | | |
| | | | | | |

b) Higher Education and courses leading to other relevant qualifications

Such as those leading to qualified status or graduated status and to membership of professional institutions.

If you have been referred by a friend, please state their name and contact details below

3. Education and qualifications (If part-time study, state and give details throughout). N.B. details of courses studied and not completed successfully must also be given.

(a) Secondary / Further Education

| Higher Education: Establishments attended | Dates | | Qualification obtained and date of award | Subjects | |
|--|-------|----|---|----------|------------|
| | From | To | | Main | Subsidiary |
| | | | | | |

4. Present appointment

School/College/Establishment

Local Authority (if applicable)

Number on Roll

Post Held (specify any additional allowances)

(If part-time, please give details)

Date appointed

Subjects, age groups taught and other responsibilities

Notice required and / or date available if appointed

Current Gross Salary £

5. Previous experience (if part-time appointment please state). A separate curriculum vitae should not be enclosed in substitution. A continuous employment history is required from when you left full time education.

(a) Employment History (most recent employment first)

| School/College/establishment | Position (if within a school, include year group) | Reason for Leaving | Inclusive Period (mm/yyyy) Include dates of promotion within a company/setting | |
|------------------------------|--|--------------------|--|----|
| | | | From | To |
| | | | | |
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(b) Please indicate details of gaps in employment here.

***All gaps of employment must be accounted for here:**

6. Statement in Support of Application.

Please provide evidence of how your experience, skills and abilities are relevant to your suitability for the post advertised and how you meet the requirements of the post and the person specification

Applicants should confine this to **this page**. An additional letter is not required.

Statement in Support of Application

7. References (Please ensure referees know this reference is being requested)

Please provide details of 2 professional references one of whom, if employed, to be your present manager e.g. your Headteacher. References will be sought on short listed candidates and previous employers may be contacted to verify specific experiences or qualifications before interview. Current or previous employers will be asked about disciplinary offences relating to children including penalties that are “time expired” and any child protection concerns.

Please note, if you have had more than two positions within the last two years, you will need to provide additional referees for these positions.

Are you happy for us to contact your referees before interview?

YES NO

(1) Present Employer

Name

Address

Tel No (*inc. STD code*)

Fax No

(2)

Name

Address

Tel No (*inc. STD code*)

Fax No

Email address

Occupation

Email address

Occupation

Do you have any additional positions within the last two years which haven't been accounted for above?

Details of additional referees

8. Further information

Do you require any reasonable adjustments to be made to enable you to participate in the interview process?

YES NO

If so, please list details in the box provided or call our office to discuss.

National Insurance No.

Teacher Reference Number (7digit number)

Qualified Teacher Status?

YES

NO

Date

Statutory induction year completed?
(if qualified after 7 May 1999)

YES

NO

Date

Will you require sponsorship
(previously a work permit) to
take up this post?

YES

NO

Date

Where did you see the advertisement for this post?

If Yes, please give details including dates, on a separate sheet, place the sheet in a sealed envelope marked for the attention of the Chair of the shortlisting panel and enclose it with this form.

9. Disqualification under the Childcare Act 2006 updated 2020

The 2020 regulations are made under section 75 of the Childcare Act 2006 (“the 2006 act”). They set out the circumstances in which an individual will be disqualified for the purposes of section 75 of the act.

Section 76(2) of the 2006 act, provides that a person who is disqualified under the 2020 regulations may not:

- provide relevant childcare provision
- be directly concerned in the management of such provision

Under section 76(3) schools are prohibited from employing a disqualified person in connection with relevant childcare provision in the settings set out in the [relevant offences](#) and orders section of this guide, unless the individual in question has been granted a waiver by Ofsted for the role they wish to undertake. An employer commits an offence if they contravene section 76(3), except if they prove that they did not know, and had no reasonable grounds for believing, that the person they employed was disqualified.

NB Disqualification under the childcare act 2006 updated 2020 is to be completed during the application process before a supply placement can be secured.

PLEASE NOTE:

- If your application is successful, prior to taking up your post, you will be required to undergo a Formal Disclosure process through the Disclosure and Barring Service. This will require you to complete a separate DBS application form and to provide a range of more than one piece of documentary evidence of your identity.
- Although a criminal record involving offences against children is likely to debar you from appointment of this type of post, the existence of other criminal convictions will not necessarily be a bar to employment.
- Any criminal record information arising out of the disclosure process will be discussed with you before any final decision is made about your employment.
- It is a criminal offence to apply for or accept a position (paid or unpaid) working with children if you are excluded from such work by a court order or exclusion by the DBS.

- With effect from 17th June 2013 criminal records certificates will only be issued directly to the applicant. The Local Authority/your employer will request that you show them your certificate and will record the Disclosure number and issue date and retain this on your personnel record and on its computerised personnel record system in accordance with the Data Protection Act 1998. The Local Authority abides by the DBS Code of Practice and Keeping Children Safe in Education (DfE, 2021) which state that a copy of the DBS Disclosure Certificate will be retained within the GDPR Guidelines, to comply with the requirements of the Data Protection Act. By signing this application form you give your consent to this.
 - Under GDPR regulations your application will be held on file for 6 months and destroyed if you don't follow up your application; your file will be destroyed within 2 years of your departure. Upon your request we will shred and dispose of all documentation accordingly.
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10. I understand that if I am appointed, personal information about me will be computerised for personnel / employee administrative purposes in accordance with the Data Protection Act 1998. This may include analysis for management purposes and statutory returns.

In signing this form, I give my authority for use of my personal data for these purposes. I hereby confirm that the information I have given above is true. Where applicable, I will be subject to the regulations on political restrictions as defined in Local Government and Housing Act 1989.

I understand that, should any of the information I provide in this application be found to be false within my knowledge, or should there be any wilful omission of material fact, this may be reported to the Police as well as leading to my application being rejected or the contract being null and void if I have already been appointed.

Signature of Candidate

Date