



Application Form
Support Post
Confidential

Details of Post Applied For

Name of Employer:	
Position Applied For:	
Job Reference Number (if any):	

Personal Information

Let's talk about you...

Title:		
First Name(s):		
Last Name(s):		
Previous Name(s):		
Address:		
Contact Details:	Contact Number:	
	Email Address:	
Country of Birth/Nationality:		
National Insurance Number (if applicable)		
Do you consider yourself to have a disability that you wish to declare whilst making this application?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are there any special arrangements that you wish to request should you be invited to interview?		

Employment History

Please detail your career history, including any voluntary and unpaid work (multiple entries allowed)

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	

From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
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Hours:	
Reason for Leaving:	

Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	

Reason for Leaving:	
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Position Held:	
Name of Institution:	
Address:	
From:	
To:	
Responsibilities and Achievements:	
Salary and Benefits:	
Hours:	
Reason for Leaving:	

Gaps in Employment		
Date From:	Date To:	Reason:

Referees

References may be requested prior to interview. Please provide 2 professional referee(s). One must be your current or most recent employer. If not applicable, please provide a college/university course tutor. Please do not name relatives or people as a referee who are acting solely in their capacity as a friend. When providing a reference from a school or college please ensure the referee listed is a senior person within the school/college with appropriate authority. If the referee is school or college based, the reference should be confirmed by the headteacher/principal.

Referee 1

Title:	
Name:	
Occupation:	
Employer Name:	
Address:	
Telephone Number:	
Email Address:	
In what capacity do you know the referee:	
Contact Preferences (please select applicable):	<input type="checkbox"/> Contact referee at any stage <input type="checkbox"/> Contact referee if I am shortlisted <input type="checkbox"/> Contact me for approval

Referee 2

Title:	
Name:	
Occupation:	
Employer Name:	
Address:	
Telephone Number:	
Email Address:	
In what capacity do you know the referee:	

Interests and Activities

Please provide details of any relevant interests or activities

Supporting Statement

Please add a supporting statement, detailing your reasons for applying for the job, what makes you suitable, and any key experience you have that fits the specifications.

Declarations

As an applicant it is an offence to apply for a role that involves engaging in regulated activity relevant to children, schools and colleges if you are barred from engaging in such activity.

In line with the [Keeping Children Safe in Education 2022 guidelines](#), candidates will be asked to complete your self-declaration at shortlisting stage.

Please answer the following questions:

Do you have any convictions or cautions that would not currently be filtered by the Disclosure and Barring Service (DBS)? *You do not need to disclose reprimands, final warning or youth cautions or anything that would be filtered by the DBS.*

- Yes
- No

Do you have any record of disciplinaries in your current or previous positions, or have you had any allegations made against you?

- Yes
- No

I declare that the information I have given on this form is correct. I understand that providing false or misleading information is an offence which could result in my application being rejected, or, in the event of employment being obtained, may result in disciplinary action being taken, up to and including summary dismissal. It could also result in legal action. I understand that my application form will be retained on file and give my consent for the personal data supplied to be used for the purposes of recruitment and selection.

Date:

Signed: