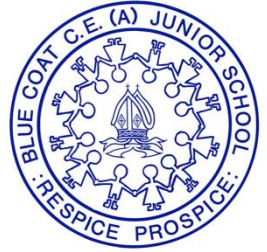




**THE GOVERNING BODY OF
THE BLUE COAT CHURCH OF ENGLAND (AIDED)
INFANT AND JUNIOR SCHOOLS' FEDERATION**



Job Application Form

Post: Closing Date:	Please complete the form in black ink or type and return to the Head Teacher at Blue Coat Church of England (Aided) Infant & Junior Schools' Federation
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Present/Most Recent Employer Job title: Employer: Address:	 Date appointed: Salary range: Present salary: Notice period: Date of leaving:
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Describe the main activities of your present/most recent job (further details can be provided in your supporting information)

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Previous Employment (most recent first)

Actual dates From To	Employers name and address	Position held and reason for leaving

Educational/Professional/Vocational qualifications

Qualifications Eg. GCSE; AS/A2 level; NVQ's; Degree; Professional qualifications	Subjects	Grade	Date Gained

Job related training (give details of any training courses attended)

Candidates with disabilities

Blue Coat Church of England (Aided) Infant & Junior Schools' Federation will guarantee an interview for any disabled candidate who meets the criteria for the job. In order to help us fulfil this commitment, if you have a disability please tell us about any special requirements or equipment which may assist you:

- During the interview/selection process
-
- In carrying out the job
-

Whilst we would encourage you to complete this section in order that we can meet any special requirements you may have, completion is optional.

Criminal Disclosure & Rehabilitation of Offenders Act Exceptions Order 2001

Where the post you are applying for requires a criminal record check (disclosure) prior to appointment, you are required to declare both 'spent' and 'unspent' convictions and will be questioned on this at interview.

In accordance with the Rehabilitation of Offenders Act 1974 only relevant convictions will be taken into account when assessing your capability.

Membership of Professional Institutions

(Stage level and date of Membership and whether gained by examination)

Referees:

Present Employer <input type="checkbox"/> tick box if you require no contact prior to interview	Previous Employer
1. Name:	2. Name:
Occupation:	Occupation:
Address:	Address:
Telephone No:	Telephone No:
Email Address:	Email Address:

Please note that one of the referees must be your present/most recent employer

Other information

Do you hold a valid driving licence?..... Yes No

If yes, please specify type:

.....

Supporting Information

Using the job description and employee specification as a guide give examples of your abilities and experience gained in paid or voluntary work or leisure activities, which will enable you to carry out the main activities of this job. Continue on a separate sheet if necessary.



Data Protection Act 1998

The information contained in this application form will be used to monitor the effectiveness of Blue Coat Church of England (Aided) Infant & Junior Schools' Federation's policies and practices, and in particular it's Equal Opportunities in Employment Policy. This monitoring is for statistical purposes only and you will not be identifiable from this process. However, your personal details contained in the application form may be used in the prevention and detection of fraud. Where this occurs you will be identifiable.

The information may be disclosed to the following third parties:

- Survey and research organizations
- Organisations that monitor the improper use of public funds
- Local government authorities
- Central government authorities
- Law enforcement authorities

Application forms of unsuccessful candidates will be destroyed after twelve months from the date the post is appointed to.

Surname:	Preferred title (Mr/Mrs/Miss/Ms) Delete as appropriate									
First names:										
Address:	National Insurance No:									
.....	<table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>									
Home tel no:	Work tel no:									
Date of birth:	Email Address:									

Declaration:

Giving false information will result in your application not being pursued or your contract being terminated if you have already been appointed to the job.

I confirm that the information contained in this application form is correct and that I have not omitted any relevant details.

I understand that canvassing an Employee of Blue Coat Church of England (Aided) Infant & Junior Schools' Federation will disqualify my application.

Signature:

Date:

Equal Opportunities

Blue Coat Church of England (Aided) Infant & Junior Schools' Federation is committed and working towards equal opportunity in employment.

Your personal information will be kept securely and not made available anyone before or during shortlisting to ensure that only your abilities, experience and qualifications are considered.

Please remember to:

1. Check that you have completed all pages of this application form.
2. Sign the declaration form.
3. Return the form on or before the close date to:

The Head teacher at the Blue Coat Church of England (Aided) Infant & Junior Schools' Federation

Please tick

Sex: Female Male

How would you describe your Ethnic Origin?

White: British
 Irish
 Other White

Asian -
Or Asian
British

Indian
 Pakistani
 Bangladeshi
 Other Asian

Black –
Or Black
British

Black Caribbean
 Black African
 Other Black

Mixed: White and Black
 Caribbean
 White and Black
 African
 White and Asian
 Other Mixed

Chinese –
Or Other
Ethnic Group

Chinese
 Other Ethnic Group

Under the Disability Discrimination Act 1995 the definition of disability is: "A person has a disability for the purpose of this Act if s/he has a physical or mental impairment which has a substantial and long term adverse effect on his/her ability to carry out normal day to day activities".

Do you have such a disability?

Did you see the Job advertised in Walsall Council's Job Shop?

Did you see the Job advertised in another publication or website?

If yes, state which publication/website:

Did you see the Job advertised in the Jobcentre?

How did you request this form: Internet SIMS Text Telephone
 Other Please specify

Job Sharing:

Do you wish to job share the position you are applying for?

 Y N

Work Permit

Do you need a work permit to work in the UK?

 Y N

School: Blue Coat Church of England (Aided) Infant & Junior Schools' Federation

Post:

Closing Date:



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