



PARMITER'S SCHOOL

Application for Headteacher

PERSONAL DETAILS

Surname/Family Name:	Preferred Title:
First Name(s):	Previous Surname:
Home Address:	Present Address (if different):
Post Code:	Post Code:
Telephone (Home):	Telephone (Work):
Telephone (Mobile):	Email:
NI number:	
Teacher registration number:	QTS Date:

EDUCATION AND ACADEMIC QUALIFICATIONS

Secondary School Education (name of establishment)	From	To	Qualifications Awarded (subjects and grades)

Higher Education (name of establishment)	From	To	Qualifications Awarded (name of qualifications and grades awarded)

Post Graduate qualifications (eg PGCE)			Details (including teaching subjects and Key Stage)
Other			

PRESENT APPOINTMENT (or most recent)

Post Held:	
Name of Establishment:	
Type of School	
Address	
Number on Roll:	
Start date	
End Date	
Summary of Job Description:	
Reason For Leaving:	
Salary*:	
Leadership Scale Spine Point:	
Notice Required:	
* If your salary includes additional payments, what are they and what is the value? (eg TLR of £4,000)	

PREVIOUS TEACHING APPOINTMENTS

Title of post and name of school/college/other Employer	Type of School, age range and NOR	From	To	Reason for Leaving

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EMPLOYMENT OUTSIDE EDUCATION

Employer	Post	From	To	Reason for Leaving

PROFESSIONAL DEVELOPMENT

(Please give details of recent courses relevant to this application)

Course Title	Provider	Duration	Dates	Qualification eg NPQH

ANY OTHER RELEVANT WORK EXPERIENCE

Nature of Occupation	Employer	From	To	Reason for Leaving

PERIODS NOT ACCOUNTED FOR IN PREVIOUS SECTIONS SINCE AGE 18

	From		To	
	Month	Year	Month	Year

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INTERESTS (both professional and leisure)

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ADDITIONAL INFORMATION

Any further information you would like to add to support your application

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DECLARATION BY APPLICANT

From what source did you learn of this vacancy?	
Are you a relative or partner of any employee or governor of the school? If yes, please give details below:	Yes/No
Has someone else completed this form on your behalf? If yes, please provide the person's name and an explanation below:	Yes/No
Have you ever lived abroad for a period of more than six months? If yes, please provide details below:	Yes/No
Are there any restrictions on your right to work in the UK? If yes, please provide further information	Yes/No

Safeguarding

Our Academy Governance is committed to safeguarding and promoting the welfare of children and young persons. All staff must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate will be required to provide photo ID, undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS) and provide police checks from periods abroad.

Compulsory Declaration of any convictions, cautions or reprimands, warnings or bind-overs

It is the School's policy to require all applicants for employment to disclose any previous "unspent" criminal convictions and any cautions which have not expired or any pending prosecutions. In addition, the job you are applying for is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (exceptions order 1975) which requires you to disclose all spent convictions and cautions except those which are protected under Police Act 1997 - Part V and the amendments to the Exceptions Order 1975 (2013) and are not subject to disclosure to employers on DBS certificates and cannot be taken into account. Guidance on the filtering of "protected" cautions and convictions which do not need to be disclosed by a job applicant can be found on the Disclosure and Barring Service website.

Under the Criminal Justice & Courts Services Act 2000 it is an offence for an individual who has been disqualified from working with children to knowingly apply for, offer to do, accept, or do any work in a "regulating position". The position you are applying for is a "regulated position".

If you are invited to an interview you will be asked to disclose your criminal record on an "Criminal Record Self-Declaration form" form. The information you give will be treated as strictly confidential. Disclosure of a conviction, caution, bind-over order, warning or reprimand will not automatically disqualify you from consideration. Any offence will only be taken into consideration if it is one which would make you unsuitable for the type of work you are applying for. However offences relating to children may make you unsuitable since this is a "regulated position" under the Criminal Justice & Courts Service Act 2000.

The Child Protection, Safeguarding, and Safer Recruitment policies are available on the school website.

Data Protection

Parmiter's School has a duty to protect personal data. As a prospective employee we do this "fairly and lawfully" under the basis of a contract. As an applicant, the data you supply to us will be processed for the purposes of staff selection and to confirm the identity of prospective members of staff (including statutory safeguarding checks and references). The school will retain the personal data of any unsuccessful applicant, including interview notes, securely for a minimum of 6 months and a maximum of 12 months after the date of application. If you have any other questions please refer to our Privacy Notice which is available on our website.

I certify that the information provided is correct to the best of my knowledge. I accept that, if any of the enclosed information is found to be untrue or misleading after my appointment, I may be liable for dismissal without notice.

Signature:

Date:

REFERENCES Please give the names, addresses and status of two referees who may be approached now. (If you are not currently employed as a Headteacher, one referee **must** be your present Headteacher). References from friends or relatives are not acceptable.

1.	
Name:	Position:
Address:	Email address:
Telephone:	Mobile:
In what capacity do you know the above?	

2.	
Name:	Position:
Address:	Email address:
Telephone:	Mobile:
In what capacity do you know the above?	