



Simon Balle All-through School

Application Form

Teaching Staff

Post Applied for _____

PLEASE COMPLETE IN BLACK TO FACILITATE PHOTOCOPYING

You are requested to complete this form (using supplementary sheets if there is insufficient space for any entry). **All sections must be completed.**

PERSONAL DETAILS (block capitals please)

Surname	Preferred Title
First Name(s)	Previous Surname (if applicable)
Home Address	Present Address (if different)
Post Code	Post Code
Telephone (Home)	Telephone (Work)
Telephone (Mobile)	Email
CURRENT EMPLOYMENT (if you are not currently employed as a teacher, please give details)	
Name of Establishment	Employer
Type of school	Key Stage/s
Post held	Date appointed
Pay scale	Total annual salary
If your salary includes additional payments, what are they and what is their value (eg TLR of £4,000)	

PREVIOUS EMPLOYMENT DETAILS

Please list in chronological order, with precise dates if possible, as this information may be used to assess salary.

a) In Education (Supply teaching appointments need not be listed individually)

From	To	Establishment / Type of school	Post and Grade	Reason for Leaving

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b) Outside Education

From	To	Employer	Post and Grade	Reason for Leaving

EDUCATION/QUALIFICATIONS

Please give details of your education including any professional qualifications, starting with the most recent attained.

a) Higher Education

Dates Attended (state full/part time)		Name of University or other	Qualifications gained		
From	To		Level and Subject (eg BA Hons, PGCE)	Grade	Date achieved

b) Secondary School Education

Dates Attended (state full/part time)		Name of School or College	Qualifications gained		
From	To		Level and Subject (eg A Level Maths)	Grade	Date achieved

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c) Other Qualifications Obtained

Course and Organising Body	Qualification	Date achieved

Periods not accounted for in previous sections since age 18 (please give details)

	From		To	
	Month	Year	Month	Year

LEISURE INTERESTS

Please state briefly what your main leisure interests are, particularly where these are relevant to the work for which you are applying.

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MEMBERSHIP OF PROFESSIONAL BODIES		
Name of Institute/Professional Body	Current Level of Membership (eg corporate)	Membership Number Please give details of your involvement with these bodies (eg attendance at meetings)

TRAINING AND DEVELOPMENT

Please include details of any training (eg courses, seminars) and development (special projects, personal development courses) relevant to your application. Also include how you keep your job skills up to date.

ADDITIONAL INFORMATION (for salary and pension purposes)

National Insurance Number	Teacher Reference number (DfE) --/-----
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Date of Recognition*

***If this would be your first teaching appointment in a Maintained School in England or Wales, please attach a copy of your letter from the DfE granting you Qualified Teacher Status.**

PENSIONS

Are you currently in receipt of a pension from Teachers' Pensions?	Yes/No
Have you elected to OPT-OUT of the Teachers' Superannuation Scheme?	Yes/No If Yes, please provide date
Have you elected to participate in the Part-Time Teachers' Superannuation Scheme?	Yes/No If Yes, please provide date

Have you elected to pay additional Superannuation Contributions through the Teachers' Scheme?	Yes/No If Yes, please provide date
If yes, please indicate whether these are	
i) Widower's Contributions	Yes/No %
ii) Purchase of Past added Years	Yes/No %
iii) Additional voluntary contributions via Prudential Assurance Co.	Yes/No %

Please attach a copy of the Teachers' Pensions notification as appropriate.

REFERENCES

Please give the names, addresses and status of two referees who may be approached now. If you are currently employed as a teacher, one referee **must** be your present Headteacher.

References from friends or relatives are not acceptable.

1) Name	Status
Address	
Telephone	Email
2) Name	Status
Address	
Telephone	Email

If you are known to the referees by another name (eg previous name) please inform them of your present name and advise that we may be in contact.

From what source did you learn of this vacancy?	
Are you a relative or partner of any employee or governor of the School?	Yes/No
If yes, please give details	
Has someone else completed this form on your behalf?	Yes/No
If yes, please provide the person's name and an explanation	

I certify that the information given above and overleaf 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

In the interests of economy, receipt of this application may not be acknowledged unless specifically requested (in which case please enclose SAE)

PLEASE ALSO SUBMIT A LETTER OF APPLICATION OUTLINING WHY YOU CONSIDER YOURSELF SUITABLE FOR THIS POST (eg knowledge, experience, skills and abilities)