

BROADLANDS HALL Application Form

Applicants must complete all sections of this form in full. An attached CV is welcome but cannot be used instead of this form. Please complete this form in block capitals.

The competed form should be returned to: Shane Rowe – Head Teacher, Broadlands Hall School, Little Wratting, Haverhill, CB9 7UD

Broadlands Hall is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Role applied for:	
Date of application:	

For Office use only:

Interview Y/N	
Date of Interview	
Interviewed by	
Interview notes attached Y/N	

1. Personal Details

Surname:	Forenames:	
Sumame.	TOTETIAITIES.	
Dr, Mr, Mrs, Miss, Ms (delete as applicable)		
Postal address (including post code):	Email Address:	
-		
Telephone Number (Home):	Telephone Number (Mobile):	
Date of Birth:	Place of Birth:	
Are you a national of a member country of the European Community? Yes / No*		
*If no, please give full details of your nationality		
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Do you hold a current and valid full driving licent	ce: Yes / No	

2. Education and Professional Qualifications

Dates	School / College / University attended	Qualifications

3. **Previous Employment**

Please start with your present post and work backwards including any dates for periods of nonemployment as a specific line item and give details. All previous posts must be included, no matter whether permanent or full time and regardless of length of service. Please continue on a separate sheet if necessary.

Name & Address of Employer	Position Held	Responsibility and Duties	Salary
Date From	Date To	Reason for Leaving	

Name & Address of Employer	Position Held	Responsibility and Duties	Salary
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Date From	Date To	Reason for Leaving	

Name & Address of Employer	Position Held	Responsibility and Duties	Salary
Date From	Date To	Reason for Leaving	

4. Relevant Additional Information

Applicants are advised that short listing will be based solely upon the information submitted on this form. It is, therefore, the responsibility of the applicant to ensure that all relevant information in support of their application is included.

(Please use the space provided for this purpose and continue on the back of this application form if required)

Relevant Additional Information (please include references to past work history, interests outside of work and any other information which may be valid to your application).

5. References

Please give the names and addresses of three referees, one of which should be your most recent or current employer and at least two of whom must be able to comment on your professional competence. If you have worked with children in the past or are doing so at present, you are required to list each of these as we will request a reference from them all. Therefore, please use a separate sheet of paper if you have worked for more than four organisations which involve children. References may not be sought from any member of staff who is involved in the selection procedure.

Name:	Name:
Address:	Address:
Telephone Number :	Telephone Number:
Position :	Position:
Name:	Name:
Address:	Address:
Telephone Number:	Telephone Number:
Position:	Position:

6. Criminal Offence(s)

Have you been convicted of a criminal offence, cautioned or bound over or is a charge pending? Yes / No

If 'Yes', give details including the nature of the offence and penalty (if any).

Note: This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as 'spent', must be declared. Successful applicants for this post will be required to have Enhanced CRB clearance prior to commencement of employment.

7. Declaration by Applicant

I hereby certify and declare that:

- a. I have read the Terms and Conditions of Appointment pertaining to the position for which I now make application and that all the questions on this form have been accurately answered to the best of my knowledge and belief.
- b. In the event of my application being successful, I consent to an Enhanced Criminal Record Bureau Check being made.

Signature of Applicant: _____

Date: