YSGOL EMRYS AP IWAN
FAENOL AVENUE, ABERGELE LL22 7HE
TEL: 01745 832287
EMAIL: PAYROLL@EMRYSAPIWAN.CONWY.SCH.UK

APPLICATION FOR EMPLOYMENT

POST

PERSONAL DETAILS

SURNAME		TITLE	
FIRST NAME(S)			
ADDRESS			
		POSTCODE	
HOME TEL NO.		DRIVING LICENCE NO.	
MOBILE NO.		DFES Reference Number	
E-MAIL			

	FLUENTLY	QUITE WELL	MODERATELY	A LITTLE	NOT AT ALL
CAN YOU UNDERSTAND WELSH?	☐	☐	☐	☐	☐
CAN YOU SPEAK WELSH?	☐	☐	☐	☐	☐
CAN YOU READ WELSH?	☐	☐	☐	☐	☐
CAN YOU WRITE IN WELSH?	☐	☐	☐	☐	☐

SECONDARY EDUCATION

DATES (Year) FROM / TO	SCHOOL(S) ATTENDED	QUALIFICATIONS WITH SUBJECT AND GRADE

ACADEMIC & PROFESSIONAL QUALIFICATIONS

DATES (Year) FROM / TO	TITLE OF AWARD	CLASS OF QUALIFICATION	MAIN SUBJECT	SUBSIDARY SUBJECTS	UNIVERSITY ATTENDED	FULL / PART TIME

COURSES ATTENDED OVER LAST FIVE YEARS

TITLE	ORGANISING BODY	DATE (Month / Year)	DURATION

OTHER SPECIALISED TRAINING

Technical, Professional or Occupational e.g. First Aid, ICT, Youth Work etc.

MEMBERSHIP OF PROFESSIONAL BODIES

NAME OF PROFESSIONAL BODY	CLASS OF MEMBERSHIP	YEAR OF ELECTION & MEMBERSHIP NO.

PREVIOUS TEACHING EXPERIENCE

DATE OF APPOINTMENT	DATE OF TERMINATION	TYPE OF SCHOOL (secondary, mixed etc.)	NUMBER ON ROLL	AGE TAUGHT	POST TITLE	FULL / PART	PERM / TEMP

RELEVANT EMPLOYMENT OUTSIDE THE TEACHING PROFESSION

DATE FROM	TO	EMPLOYER	JOB TITLE

PREVIOUS EMPLOYMENT (including breaks in service) in chronological order

EMPLOYER / SCHOOL	POST TITLE	SCALE / GRADE

PRESENT OR MOST RECENT POST

POSITION

DATE APPOINTED

DATE LEFT (if applicable)

SALARY / POINT / GRADE

NOTICE PERIOD (if applicable)

RESPONSIBILITIES (brief description of your duties and responsibilities)

REASON FOR LEAVING OR LOOKING FOR A NEW POSITION

EMPLOYER

ADDRESS

POSTCODE

TEL NO.

E-MAIL

AGE RANGE

AGE TAUGHT

NO. ON ROLL

TYPE OF SCHOOL (secondary, private, single sex, mixed etc.)

REFERENCES

Please provide details of two referees, one of whom should be your current or most recent employer. If you are a newly qualified teacher please give the name and address of the university/college at which you studied.

NAME

ADDRESS

POSTCODE

TEL NO.

EMAIL

WHY CHOSEN AS REFEREE?

NAME

ADDRESS

POSTCODE

TEL NO.

EMAIL

WHY CHOSEN AS REFEREE?

References will normally be sought prior to interview.
If you have any objections to references being sought at this stage, please indicate.

If you are shortlisted for interview, are there any dates when you are not available?

Date(s)

Are you related to any Employee of Ysgol Emrys ap Iwan? If so, please specify:

LETTER IN SUPPORT OF APPLICATION

Please outline the skills and experience you have gained through paid and/or voluntary employment and other work activities and interests which are relevant to your application for this vacancy. Please note we will not accept your Curriculum Vitae (CV) instead of this form. You must include a copy of your CV in support (not instead) of your Application Form.

Data Protection Act 2018
The information you have given in this application form is covered by the rules and regulations of the Data Protection Act 2018. Information provided by you on this form may be copied for use during the recruitment procedure. If you are appointed, this form will be used as part of your personal employee file and to gather workforce information.

Prevention of Fraud
We may use information taken from this form to prevent and detect fraud of public funds. We may also share this information, for the same purposes, with other organisations which handle public funds.

Declaration of Criminal Record
As you are applying for a position which involves working with children, you will need a Disclosure Check through the Disclosure and Barring Service. You must give details of any criminal convictions, cautions, reprimands, and final warnings, and any other information that may have a bearing on your suitability for the position.

If you fail to give us relevant information or give false information, this may result in an offer of appointment being withdrawn, or if you are appointed, disciplinary action and dismissal after an investigation.

If you give details of a criminal conviction, caution, reprimand or final warning, and any other relevant information, it does not mean that we will not consider you for the position. Your suitability for appointment will be considered in the light of all available information.
Please give details, and attach separately, any criminal convictions etc.

The Education Workforce Council
Please note that it is a legal requirement for qualified teachers teaching in a maintained school, Further Education teachers and learning support staff in both school and FE settings to be registered with The Education Workforce Council.

Declaration
The information I have given on this application form is true and complete. I understand that a Disclosure Check will be sought through the Disclosure and Barring Service.

I understand that, if I fail to give information, or provide incorrect information, this may result in an offer of appointment being withdrawn or in disciplinary action or dismissal at a later date.

I give my consent under the Data Protection Act 2018, to you processing and storing the information in this form.

Note
In addition please complete the 'Recruitment Monitoring Form' and 'Form R2' (Disclosure of Convictions or Cautions).
These two forms should be returned with the application form but in a separate envelope with the post applied for clearly marked on the envelope.

Signed _____ **Date** _____

Please return your application as directed in the advert for the post.

INDUCTION ARRANGEMENTS FOR TEACHERS
Is your induction period completed (if applicable)? Yes ☐ No ☐

If yes, please confirm the date and the school/centre where induction was completed:

School/Centre: _____ Date: _____

If no, please indicate period that is outstanding:

_____

PLEASE NOTE
This application form may be copied. Please, if possible, use black ink.
No candidate shall personally canvass for any post, either directly or indirectly.

When completed please return this form for the attention of the Headteacher, Mr M Wildsmith.

YSGOL EMRYS AP IWAN, Faenol Avenue, Abergele LL22 7HE
Telephone: 01745 832287 E-mail: payroll@emrysapiwan.conwy.sch.uk

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