



Kingstone
ACADEMY TRUST

Teaching Staff Application Form

Vacancy information

Name:

Application for the post of:

Job ID/reference number:

What date are you available to begin a new post?

Recruitment monitoring

Where did you first hear about this job?

Data protection notice

Throughout this form we ask for some personal data about you. We'll only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law:

- You have given us your consent
- We must process it to comply with our legal obligations
- We need to process it for our legitimate interests

You'll find more information on our legitimate interests and how we use your personal data in our privacy notice for job applicants. This is found in the vacancies section of the school website.

Disclosure and Barring and childcare disqualification

Kingstone Academy Trust is legally obligated to process an Enhanced Disclosure and Barring Service (DBS) check before making appointments. The DBS check will reveal both spent and unspent convictions, cautions, and bind-overs as well as pending prosecutions, which aren't "protected" under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

We'll use the DBS check to ensure we comply with the Childcare Disqualification Regulations

Any data processed as part of the DBS check will be processed in accordance with data protection regulations and Kingstone Academy Trust's privacy statement.

Do you have a DBS certificate?: Yes No Date of check:

If you've lived or worked outside of the UK in the last 10 years, Kingstone Academy Trust may require additional information in order to comply with 'safer recruitment' requirements. If you answer 'yes' to the question below, we may contact you for additional information in due course.

Have you lived or worked outside of the UK in the last [10 years]?: Yes No

Right to work in the UK

Kingstone Academy Trust will require you to provide evidence of your right to work in the UK in accordance with the Immigration, Asylum and Nationality Act 2006.

By signing this application, you agree to provide such evidence when requested.

Sign and date:

1. Instructions

Please complete all sections of this form using black ink, or preferably, type.

The sections of this application form that include your personal details will be detached prior to shortlisting. This is to ensure that your application is dealt with objectively.

Applications will only be accepted if they are completed in full. We prefer applications to be emailed.

2. Personal details

Personal Details	
First name	
Surname	
Preferred title	
Previous surnames	
If you prefer to be called by a name other than the one listed above, please specify	

Contact Details	
Address	
Postcode	
Home phone	
Mobile phone	
Email address	

Disability and Accessibility

Kingstone Academy Trust is committed to ensuring that applicants with disabilities or impairments receive equal opportunities and treatment.

If you have a disability or impairment, and would like us to make adjustments or arrangements to assist if you're called for an interview, please state the arrangements you require:

Relationship to Kingstone Academy Trust

Please list any personal relationships that exist between you and any of the following members of Kingstone Academy Trust community:

- Governors / trustees
- Staff
- Pupils

If you have a relationship with a governor or trustee or employee, this does not necessarily prevent them from acting as a reference for you.

Name	Relationship	Role at KAT

3. Employment history

Job title	Employer details (name, address, email and/or telephone)	Dates employed	Age range taught	Permanent or temporary Part-time or full-time	Salary (inc. allowances)	Description of responsibilities

Previous employment.

Please provide details of previous employment. List the most recent employment first.

Job title	Name and address of employer	Dates employed	Description of responsibilities	Reason for leaving

Gaps in employment

Please use the space below to explain any gaps in your employment.

4. Education and Training

Education and Qualifications

Please provide details of your education from secondary school onwards.
You'll be required to produce evidence of qualifications.

Dates attended (month and year)	Name and location of school/college/university	Qualifications gained (including grades)

Training and Professional Development

Please give details of training or professional development courses undertaken in the last 5 years that are relevant to your application.

Course dates	Length of course	Course title	Qualification obtained	Course provider

Teacher Status

Teacher reference number	
Do you have QTS?	
QTS certificate number (where applicable)	
Date of qualification	
Are you subject to a teacher prohibition order, or an interim prohibition order, issued by the secretary of state, as a result of misconduct?	
Are you subject to a General Teaching Council sanction or restriction?	

Additional Information

Please provide any additional information relevant to this application. You may wish to discuss additional skills or relevant special interests.

Driving licence details

Do you have a valid driving licence?	
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5. Supporting Statement

Please explain why you're applying for this post and how your experience, training and personal qualities match the requirements of the role as set out in the job description and person specification.

6. References

Please give names of **2 people** who are able to comment on your suitability for this post. One must be your present or last employer. If you've not previously been employed, please provide details of another suitable referee.

Kingstone Academy Trust reserves the right to seek any additional references we deem appropriate.

Please let your referees know that you've listed them as a referee, and to expect a request for a reference should you be shortlisted.

Name	Relationship to you	Address and postcode	Contact number	Email address	Is this your current employer?

If either of your referees knows you by a different name, please state:

If you don't wish us to contact your referees without your prior agreement, please tick this box: