



BISHOP VESEY'S GRAMMAR SCHOOL

Teaching Application Form

Post applied for:		Date:	
Other subject interests e.g. Sport, Music, Drama:			
Personal details (block capitals please)			
Surname:		First name:	
Preferred title (eg Dr, Mr, Mrs, Ms etc):		Previous name:	
National Insurance number:		Right to work in the UK: Yes / No	
Qualified to work in the UK: Yes / No		Do you require a work permit: Yes / No	
Are you related to or have a close relationship with a School Governor/employee of BVGS: Yes / No If yes please provide details of name / relationship / position:			
Applying as a job sharer: Yes / No			
Are you in receipt of a teachers pension: Yes / No		If yes date effective from/type of pension:	
Contact details			
Mobile telephone:		Home telephone:	
Address:			
Postcode:		Email:	
Professional details			
Do you have QTS, including skills test if qualified post 2004: Yes / No			
Induction passed: Yes / No		Any period left to serve on induction: Yes */ No	
*If yes please state what period and attach copies of your induction reports for the periods served			
DfE number:		NPQH / date awarded: Yes / No	
Professional bodies:			
Teacher training			
Dates from/to	Organising Body	Course Title	Length of course
Professional development			
Dates from/to	Organising Body	Course Title	Length of course
Education details			
Higher education			
Degree/Course	University/College level	Qualification/Class/Div	Years attended

Schools/Colleges attended:				
Name of school/College		Dates attended		
A levels or equivalent:				
Subject	Exam	Awarding Body	Grade obtained	Date gained
GCSE's or equivalent:				
Subject	Exam	Awarding Body	Grade obtained	Date gained
CURRENT EMPLOYMENT				
Date From:		Date to:		
Employers Name:		Type of school:		
Employer's address:				
No. of students:		Age range & school gender:		
Position held:				
Type of contract:		Notice required:		
Grade (please state pay range & current point eg MPR/UPR*::				
Salary: £		Date of last pay progression:		
*If you are on UPR please supply a copy of your letter of confirmation with this form.				
Additional allowances (please state type of allowance and amount i.e. TLR1, SEN: £				
Full time or part time:		If part time proportion of hours:		
Responsibilities inc subjects and ages taught:				
Reason for leaving:				
PREVIOUS EMPLOYMENT				
Please include all employment including non-teaching. Any employment with Teacher Supply Agencies must show the Agency as the employer and not the school where the work was carried out. This information may form part of your salary assessment, so please complete the following accurately and include all experience since the age of 18, including any part time or voluntary work. Please copy & paste additional boxes to ensure your full work history is included.				
Date From:		Date to:		
Employers Name:		Type of school:		
Employer's address:				
No. of students:		Age range & school gender:		
Position held:				
Type of contract:		Notice required:		
Grade (please state pay range & current point eg MPR/UPR*::				
Salary: £		Date of last pay progression:		

*If you are on UPR please supply a copy of your letter of confirmation with this form.	
Additional allowances (please state type of allowance and amount i.e. TLR1, SEN: £	
Full time or part time:	If part time proportion of hours:
Responsibilities inc subjects and ages taught:	
Reason for leaving:	

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Full time or part time:	If part time proportion of hours:
Responsibilities inc subjects and ages taught:	
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Grade (please state pay range & current point eg MPR/UPR*::	
Salary: £	Date of last pay progression:
*If you are on UPR please supply a copy of your letter of confirmation with this form.	
Additional allowances (please state type of allowance and amount i.e. TLR1, SEN: £	
Full time or part time:	If part time proportion of hours:
Responsibilities inc subjects and ages taught:	
Reason for leaving:	
GAPS IN EMPLOYMENT HISTORY OR EDUCATION HISTORY	Yes* / No
*Please list all gaps in employment or education giving dates from / to and full details:	
Have you ever been dismissed from a school for misconduct?	Yes* / No *Please include date and name of school:

SUPPORTING STATEMENT

Please submit a supporting statement (on no more than 2 sides of A4) describing your particular strengths and how your experience to date has prepared you for this role. Please include information related to the list of experience, skills etc detailed on the Person Specification together with any other information you feel may be helpful.

WRITTEN REFERENCES - References will be requested prior to interviews taking place for shortlisted candidates.

Current or most recent employer – this should be the Headteacher if you have previously worked in a school. If you are not currently working with children, but have previously done so, one referee must be the most recent employer who employed you to work with children. Headteacher applicants should nominate the Chair of Governors at their current school. Written references are not accepted from relatives or people writing solely in the capacity of friends. References will be requested prior to interviews taking place for shortlisted candidates. Referees' may be asked for further information and any apparent discrepancies may be taken up with the applicant at interview.

Current or most recent employer:

Name:	Position held:
Organisation name, address & postcode:	
Telephone no:	Email:

Second referee:

Name:	Position held:
Organisation name, address & postcode:	
Telephone no:	Email:

ARRANGEMENTS FOR INTERVIEW

If you have a disability, are there any arrangements which we can make for you if you are called for interview and or a work based exercise: Yes / No

If yes please give details:

CONFIRMATION OF DETAILS

I hereby certify that all the information given on this form is correct and that all questions related to me have been accurately and fully answered. I am in possession of the certificates as detailed. I understand the information on this form will be used in compliance with Data Protection legislation including the GDPR and I consent to this.

Signature:	Print name:	Date:
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Please return to: MICHELE WALLIS, HR MANAGER, BISHOP VESEY'S GRAMMAR SCHOOL, LICHFIELD ROAD, SUTTON COLDFIELD, WEST MIDLANDS, B74 2NH or via hr@bishopveseys.bham.sch.uk

Closing date: Detailed on advert

Please note: In the interests of economy the receipt of an application form will not be acknowledged. If you have not been contacted within 28 days of the closing date, you should assume that your application has not been successful on this occasion and we thank you for your interest and time spent in applying.

RECRUITMENT MONITORING

To help us in supporting monitoring of the Equality & Diversity Policy please provide the following information.

Name:	Post applied for:
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GENDER

☐

Female

☐

Male

DATE OF BIRTH

Age:

ETHNIC ORIGIN

Choose one section from (A) to (E) then tick the appropriate box to indicate your cultural background. These are based on the 2001 Census with additional categories included.

A White

☐

British

☐

Albanian/Kosovan

☐

Roma

☐

Irish

☐

Bosnian

Any other White background, please write in below:

B Mixed

☐ White and Black – Caribbean ☐ White and Asian ☐ White and Black – African ☐ Asian and Black

Any other Mixed background please write in below:

C Asian or Asian British

☐ Indian ☐ Kashmiri ☐ Pakistani ☐ Bangladeshi

Any other Asian background, please write in below:

D Black or Black British

☐ Caribbean ☐ African

Any other Black background, please write in below:

E Chinese or other ethnic group

☐ Chinese ☐ Arab ☐ Afghan ☐ Kurdish ☐ Vietnamese Any other please write in below:

DISABILITY The Disability Discrimination Act 1995 defines a person as having a disability if he/she has a physical or mental impairment which has a substantial and long term adverse effect on his/her ability to carry out normal day to day activities.

Do you have a disability as defined above? Yes: ☐ No: ☐

SEXUAL ORIENTATION

☐ BisexualGay Man ☐ Lesbian or Gay ☐ Heterosexual / Straight ☐ Other ☐ Not Disclosed

JOB ADVERTISEMENT How did you find out about this job?

☐ Birmingham City Council Website/Bulletin ☐ West Midlands Jobs Website ☐ BVGS Website
☐ TES Website ☐ TES Paper : ☐ Newspaper (please specify): ☐ Word of mouth
☐ Twitter ☐ Other (please specify)

EMPLOYMENT STATUS Are you presently unemployed Yes: ☐ No: ☐