135 Dawlish Road,

**To be completed by School staff only**

**Shortlisted Interviewed Appointed**

Click here to enter text.

Leyton London

E10 6QW

Tel: 020 8558 8765

Email: **primary.school@noorulislam.org.uk**

**NOOR UL ISLAM PRIMARY SCHOOL IS COMMITTED TO SAFEGUARDING ITS PUPILS. CHECKS WILL BE MADE TO ENSURE THE INFORMATION YOU PRESENT IS ACCURATE AND CORRECT.**

|  |  |
| --- | --- |
| Post title |  |

Personal details

|  |  |  |
| --- | --- | --- |
| Surname:  |  | NI Number:  |
| First Name:  |  | DfE Number:  |
| Home address:  |  | Home telephone number:  |
|  | Mobile number:  |
|  | Work telephone:  |
| Postcode:  |  | Email:  |
|  |  | D.O.B: |

References

Please provide the names of TWO referees. One should be your present or most recent employer, the other a previous employer. References will be requested after the shortlisting process, before an offer of employment has been made in writing.

|  |  |  |
| --- | --- | --- |
| Name:  |  | Name:  |
| Job Title:  |  | Job Title:  |
| Company:  |  | Company:  |
| Address: |  | Address: |
| Telephone:  |  | Telephone:  |
| Email:  |  | Email:  |
| Relationship:  |  | Relationship:  |

|  |  |
| --- | --- |
| Where did you see this post being advertised?  | Are you related to any member or employee of the school? |

Education & Qualifications

Please give details of your education and qualifications (most recent first).

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | University, College, School, Other | Subject(s) | Qualifications / Certificates/ Grades |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
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Relevant Training

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Name of Association / Institute / Qualification | Level or grade of membership | Any other information |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
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Present or most recent employment

|  |  |  |
| --- | --- | --- |
| Present post: |  | Date commenced |
| Name of Employer: |  | Current grade |
| Email: |  | Salary amount |
| Telephone: |  | Is your present post your sole, regular employer? |
| Employer address:  |  | If no, please name your other employer(s): |

|  |  |  |
| --- | --- | --- |
| Reason for leaving / wanting to leave:  |  | Notice Required / Date left (if applicable): |

|  |
| --- |
| Brief description of role:  |

Previous employment/work/life experience (*Please list all periods in your life from leaving secondary school, ensuring there are no gaps. This information will be required prior to any offer of appointment.*

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Employer/Role | Post title / main duties | Reason for leaving |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Supporting Statement

Please use this section to support the information that you have already provided regarding your suitability for this post and how you meet the requirements for this role. Including everything that is relevant (such as training and experience gained throughout-of-work activities) in no more than 800 words

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Additional Information

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| --- |
| Do you have a legal right to live and work full-time in the UK? Choose an item.Is this subject to a work permit? Choose an item.You will need to produce photo identification and proof of the above if you are called to an interview.  |

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| **Disabilities**Do you have any disability as defined by the Equalities Act 2010? If **Yes**, please give details of any support which can be provided at interview or in employment if you are offered the job. |

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| **Convictions**Do you have any unspent convictions (both in the United Kingdom and abroad)? Choose an item.If **Yes**, please give details of your convictions. As this post is covered by the Exceptions Order 1975, both spend and unspent convictions must be declared.**Note**: If you are provisionally offered this post, you will be required to undergo a Disclosure and Barring Services (DBS) check. It will be a condition of your employment that you inform the school if you are convicted of any criminal offense (including driving offences). Failure to do so may result in disciplinary action being taken including termination of your employment. |

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| **Data Protection Act**Information from this application form may be processed for purposes registered by the employer under the Data Protection Act 1998.I hereby give my consent to the school to process and retain the data supplied in this application form for an appropriate period of time for the purpose of recruitment, selection and employment.Signed: Date:  |

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| --- |
| **Declaration** I declare that the information given in this application is, to my knowledge, complete and correct. I hereby authorise Noor Ul Islam Primary School to carry out checks on all and any of my qualifications from any establishment or employer.I hereby authorise Noor Ul Islam Primary School to take up references from my present, previous employer(s) or those submitted as personal referees. In addition, I hereby authorise the school to take up other reference checks as you may deem appropriate.Signed: Date:  |

Please forward your completed application form to primary.school@noorulislam.org.uk