



## TEACHER APPLICATION FORM

**Application for the post of:  
School/STAR MAT Central:**

### 1. Personal details

Please refer to the STAR Multi-Academy Trust Recruitment & Selection Policy and the Recruitment Privacy Notice for how the Trust uses your information, available on the STARMAT website <https://web.starmat.uk/vacancies/>

Please complete all the information as it is required for shortlisting and clearance purposes.

Surname	Forenames
Former surname(s) (for pension purposes)	
Postal Address	Length of Time at this Address:
Post Code	Email address:
Telephone Number	Date of Qualified Teacher Status
DfES Teacher Reference Number	National Insurance Number
Induction period completed? YES <input type="checkbox"/> NO <input type="checkbox"/> Date completed:	
Please state where you saw the position advertised:	
Are there any restrictions to your residence in the UK which might affect your right to take up employment in the UK? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If Yes, please provide details:	
If you are successful in your application would you require a work permit prior to taking up employment? YES <input type="checkbox"/> NO <input type="checkbox"/>	
If Yes, please specify dates:	
Date: From (Month/YYYY)	
Date: To (Month/YYYY)	

### 2. Present or most recent post (Newly Qualified Teachers should omit this section)

Name of School	Nature of School
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		(e.g.Primary/Secondary/Comprehensive/ Selective/ Mixed/Boys/Girls)	
Age Range	Number on Roll	Local Authority / Academy	
Title of Post		Date of Appointment (month/year)	Expected date of leaving
Current Salary Point			
Please list the subjects you are qualified to teach:		Please list the subjects you have experience in teaching:	

### Current responsibilities

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### 3. Qualifications

Secondary School	Date		Qualifications: GCSE etc. give subject and grades	Date of award
	From	To		
	mth/yr	mth/yr		
High School/6 <sup>th</sup> Form/College of FE	From	To	Qualifications: A Level/BTEC etc. give subject and grades	Date of award

College of Higher Education/University	Date From          To mth/yr    mth/yr		Degree or Certificate Degree -please state classification	Date of award

**4. Professional Development**

Please give details of recent significant Professional Development (please limit to last three years) (Early Career Teachers (NQTs/RQTs) are welcome to outline key elements of their course and dissertation work)

Organising Body	Nature/Title of Course	Dates from/to

**5. Career Details** Please list in reverse chronological order (Take extra care not to leave gaps by error)

Dates From mth/yr	To mth/yr	School and Local Authority	Details of Post	Reason for Leaving

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**6. Other Work/Experience**

Please give details, in reverse chronological order, of any other full-time, part-time or voluntary work, indicating the reason for leaving.

Employer/Organisation	Outline of Main Duties/Skills	Dates	
		From mth/yr	To mth/yr

**7. Please provide details of any gaps in your employment history when you have not been in education, training or employment.** Please list dates (Month/YYYY) and the reason (i.e. Travel, Parental leave etc)

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**8. Interests/Hobbies** Please give details, indicating any qualifications or awards, if appropriate.

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**9. Referees**

Please provide names and addresses of persons willing to supply employment references; one of the named referees should be your current employer or your most recent employer in work with children or young people. References cannot be accepted from relatives.

Name:  Address:   Job Title:  Telephone number:  Email Address:	Name:  Address:   Job Title:  Telephone number:  Email Address:
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## 10. Declaration and Consents

Do you consider yourself to have a disability: YES / NO

If yes, please detail any reasonable adjustments that you require if you were selected to attend an interview/assessment event:

Are you related to any member of senior office within the Trust or to any Governors of the School: YES/NO

If yes, please provide details:

Canvassing of any member of the Governing Body or the Trust could lead to the disqualification of the candidate concerned.

### **Please note that appointment to this post will be subject to medical clearance, satisfactory references and satisfactory Enhanced DBS Check.**

It is the STAR MAT's policy to require all applicants for employment to disclose convictions or cautions (excluding youth cautions, reprimands or warnings) that are not 'protected' as defined by the [Ministry of Justice](#).

In addition, the job you are applying for is exempt from the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) which requires you to disclose all spent convictions and cautions except those which are 'protected' under Police Act 1997 – Part V and the amendments to the Exceptions Order 1975 (2013 and 2020) and are not subject to disclosure to employers on DBS certificates and cannot be taken into account.

The STAR MAT is also required to carry out a DBS check in order to determine your suitability for the role.

In accordance with the provisions of The Childcare Act 2006 and The Childcare (Disqualification) Regulations 2009 and Childcare (Early Years Provision Free of Charge) (Extended Entitlement) (Amendment) Regulations 2018, there is a requirement on some staff in educational settings to disclose relevant information. This requirement will apply to your application if the post you are applying for is in an Early Years setting with children (from birth until 1 September following a child's fifth birthday) or Later Years childcare (children above reception age but who have not attained the age of 8) in nursery, primary or secondary school settings, or if you are directly concerned with the management of such childcare.

The information you give will be treated as strictly confidential. Disclosure of a conviction, caution, bind-over order, warning or reprimand will not automatically disqualify you from consideration. Any offence will only be taken into consideration if it is one which would make you unsuitable for the type of work you are applying for. However, offences relating to children may make you unsuitable since this is a "regulated position" under the Criminal Justice & Courts Services Act 2000.

Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to date of the interview. You may be asked for further information relating to this during the recruitment process.

**Has any previous employer expressed concerns and /or taken any action, whether informal/formal ( including suspension from duty) on the following: ( include any investigations or actions taken by your professional body)**

Capability /performance : YES / NO

Please provide details:

Disciplinary: YES / NO

Please provide details:

Please state the date on which you could take up duty if appointed:

Do you hold a current driving licence? YES / NO

Driving licence number:

Driving licence type: Paper / Photo  
Full / Provisional / HGV / PSV

Do you have use of a car? YES / NO

I declare that the information contained in this application is correct and understand that the STAR MAT will request to see proof of qualifications at the time of interview.

YES / NO

I consent to the STAR MAT recording and processing the information detailed in this application. The STAR MAT will comply with their obligation under the GDPR 2018. YES / NO

## **11. SUPPORTING EVIDENCE**

Please ensure that you have carefully read the recruitment pack for this role that you are applying for. In this section you are required to detail how your skills, knowledge and experience evidence that you meet the requirements for this post. NB. You may have been asked by the Head Teacher to address a specific question for this role.

(This section should not exceed the equivalent of two sides of A4 size 12 Arial font.)

I confirm that the information I have provided is true and accurate and understand that knowingly to make a false statement for this purpose may be a criminal offence. I am not on the Children's Barred List, disqualified from working with children or young people, or subject to sanctions imposed by a regulatory body. I have no convictions or cautions (or have provided details of these as instructed above).

Signature:  
(Type your name here if submitting electronically)

Date:

