



# APPLICATION FORM

Please return completed forms by email to [HR@wishford.co.uk](mailto:HR@wishford.co.uk)

<b>Position applied for:</b>			
<b>How did you hear about the job?</b>			
<b>Section 1 - Personal Details</b>			
Full name			
Former name(s)			
Address			
Telephone			
Email			
NI Number			
DfE Reference Number (if applicable)			
Do you need a work permit to work in the UK?			
<b>Section 2 - Education (most recent first)</b>			
<b>School/college/university</b>	<b>Dates attended</b>	<b>Subject</b>	<b>Exam Result</b>
<b>Section 3 - Other vocational qualifications, skills or training</b>			

**Section 4 - Current / Most Recent Employment**

Employer:	
Employer's address:	
Job title	
Responsibilities	
Date started	
Date left employment (if applicable)	
Current or most recent salary	
Reason for leaving (or wanting to leave)	
Notice period	

**Section 5 - Previous employment since leaving secondary education**

Dates	Name / address of employer	Position held and/or duties	Reason for leaving

**Section 6 - Interests (Please give details of any interests, hobbies or skills)**

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**Section 7 - Suitability (Please say why you believe you are suitable for the position)**

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## Section 8 - Health

Wishford Education is an equal opportunities employer and welcomes applications from disabled candidates. The purpose of the following questions is to ensure that Wishford Education complies with its obligations under the Disability Discrimination Act 1995 ("the Act"). For the purposes of the Act a disability is defined as a physical or mental impairment, which has a substantial and long-term adverse effect on a person's ability to carry out normal day to day activities.

Do you consider yourself to be disabled?

Are there any special arrangements you might require to attend an interview?

If offered the position applied for, are there any arrangements or adjustments that Wishford Education would need to make to enable you to carry out the role?

## Section 9 - References

Please supply the names and contact details of two people who we may contact for references. One of these must be your current or most recent employer. If your current/most recent employment does/did not involve work with children, then your second referee should be from the employer with whom you most recently worked with children. If you have never worked with children, the second reference should be from a previous employer or can be a character reference. Neither referee should be a relative or someone known to you solely as a friend. Wishford Education will typically take up references from all shortlisted candidates before interview.

	Referee 1 (current employer)	Referee 2
Name:		
Relationship to Applicant:		
Organisation:		
Address:		
Occupation of Referee:		
Telephone number:		
Email Address:		
May we contact prior to interview?		

## Section 10 - Recruitment

It is Wishford Education's policy to employ the best qualified personnel and to provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of their race, colour, national or ethnic origin, sex, sexual orientation, marital status, religion or religious belief, disability or age. All new posts within Wishford Education are subject to a probationary period. Wishford Education is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

<b>Section 11 - Declaration</b>	
I confirm that the information I have given on this Application Form is true and correct to the best of my knowledge.	
I understand that providing false information is an offence which could result in my application being rejected or (if the false information comes to light after my appointment) summary dismissal and may amount to a criminal offence.	
I consent to Wishford Education processing the information given on this form, including any 'sensitive' information, as may be necessary during the recruitment and selection process.	
I understand that Wishford Education will carry out a number of recruitment checks on shortlisted candidates and I consent to these checks occurring. Checks include, but are not limited to, DBS check with Barred List, online internet searches and Prohibition from Teaching checks.	
I consent to Wishford Education conducting reference checks and for the release of referencing information.	
Signature	
Date	
<b>CONNECTIONS</b>	
Do you have any connection to the school, school parents, pupils or staff members of the school, or within the Wishford Education Group?  If yes, please provide details in additional information below.	
<b>ADDITIONAL INFORMATION</b>	