



WASELEY HILLS HIGH SCHOOL

With Academy Trust status

School Road, Rubery, Birmingham, B45 9EL

☎ 0121 453 5211

✉ office@waseleyhills.worcs.sch.uk

www.waseleyhills.worcs.sch.uk

Headteacher : Alan Roll

APPLICATION FOR EMPLOYMENT – SUPPORT STAFF

APPLICATION FOR THE POST OF

PERSONAL DETAILS

FORENAME(S)		SURNAME	
TITLE		NI NUMBER	
ADDRESS			
POSTCODE		EMAIL ADDRESS	
HOME TELEPHONE NO.		MOBILE TELEPHONE NO.	

EDUCATION AND TRAINING (most recent first)

NAME & ADDRESS OF SCHOOL / COLLEGE / UNIVERSITY ATTENDED	DATES		QUALIFICATION GAINED	GRADE
	FROM	TO		

TRAINING COURSE ATTENDED (most recent first)	DATE(S)	TRAINING PROVIDER

MEMBERSHIP OF PROFESSIONAL BODIES	BY EXAMINATION (Y/N)	GRADE OF MEMBERSHIP

CURRENT EMPLOYMENT			
EMPLOYERS NAME			
JOB TITLE		DATE APPOINTED	
CURRENT WAGE / SALARY / GRADE		NOTICE PERIOD	
BRIEF DESCRIPTION OF DUTIES / RESPONSIBILITIES:			

PREVIOUS EMPLOYMENT (most recent first)					
EMPLOYERS NAME / ADDRESS	JOB TITLE	BRIEF DESCRIPTION OF DUTIES	DATES		REASON FOR LEAVING
			FROM	TO	

Please use a continuation sheet if necessary

IF THERE ARE ANY GAPS IN YOUR EMPLOYMENT / EDUCATION HISTORY PLEASE EXPLAIN THEM HERE

STATEMENT OF APPLICATION:

Please use this space to explain your suitability for the post in terms of knowledge, skills and attributes

Please use a continuation sheet if necessary

LEISURE ACTIVITIES / OUTSIDE INTERESTS / VOLUNTEER WORK

--

REFEREES

Please provide details of two referees of whom confidential enquiries may be made, one of whom should be your current (or most recent employer if not currently employed). If you have been with your current employer for less than three years you should give your previous employer as a referee. Please place an X in the box if you do not wish us to contact referees prior to interview.

1.	<input type="checkbox"/>	2.	<input type="checkbox"/>
NAME		NAME	
ORGANISATION		ORGANISATION	
ADDRESS		ADDRESS	
EMAIL ADDRESS		EMAIL ADDRESS	
TELEPHONE NO.		TELEPHONE NO.	
CAPACITY IN WHICH KNOWN TO YOU		CAPACITY IN WHICH KNOWN TO YOU	

REHABILITATION OF OFFENDERS ACT 1974

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. However, amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service Website.

Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure & Barring Service before your appointment is confirmed.

MISCELLANEOUS

ARE YOU RELATED TO A GOVERNOR OR EMPLOYEE OF WASELEY HILLS HIGH SCHOOL?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
IF YES PLEASE GIVE DETAILS	NAME		
	RELATIONSHIP		
All forms of canvassing will automatically disqualify candidates from appointment (e.g. you must not ask governors or employees of Waseley Hills High school to use their influence to help you get a job with the school).			
Please give any dates you would NOT be available for interview:			
Where did you see this post advertised?			

DECLARATION**DECLARATION**

I confirm that the above information is complete and accurate and I understand that any offer of employment is subject to (a) references which are satisfactory to the school (b) a satisfactory DBS certificate and check of the Barred list (c) the entries on this form proving to be complete and accurate and (d) a satisfactory medical report, if appropriate. I confirm that I have not been disqualified from working with children, cautioned or sanctioned in this regard

SIGNATURE:		DATE:	
-------------------	--	--------------	--

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Please read Part 1 of the Keeping Children Safe in Education 2019
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/828587/Keeping_children_safe_in_education_part_one.pdf

The successful applicant will be required to undertake an Enhanced Disclosure via the Disclosure and Barring Service.

Please return this application form to:

Email: applications@waseleyhills.worcs.sch.uk

Post: to the address on the front of this form.