

ORCHARD HOUSE SCHOOL

16 Newton Grove, London W4 1LB
Tel: 020 - 8742 8544 Fax: 020 - 87 428 522
e-mail: info@orchardhs.org.uk

Application for a Teaching Post

If you wish,
staple ID photo
here please

Employment history, education and academic qualifications as well as personal details which are already clear from any CV enclosed with this form may be omitted below.

Personal Details

Post applied for	Advertised in + date	
Surname _____	Forenames _____	
Title _____	Previous surname _____ (where appropriate)	
Present address (including postcode)		
Tel no.:	Fax no. (if any):	E-mail:
DCSF No. (if any)		
Date when free to start		
In the past two years, have you been absent from work for any period exceeding one week?		Yes / No

If 'yes', please provide details on a separate sheet

Teaching Details

Name and type of current school	
Present post	Do you have a classroom assistant? Yes/No
Age of children in the class	Number of children in class
Date of appointment: a) to school b) to present post (if different)	
Full or Part Time	
Present salary (basic and any allowances/weightings)	
Please supply in your C.V. or on a separate page details of previous teaching experience or work with children	

Education and Training

Secondary school(s) attended (with dates)

GCSE, GCE "O" level or equivalent passes

"A" level or equivalent passes + grades

University and/or College

To	Full / Part time	From
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Degrees, diplomas, certificates and resulting grades

Principal subject areas:

Indicate the National Curriculum stages you are specifically trained to teach: Foundation Years KS1 KS2

Referees

References will be taken up only if you are shortlisted for the post. The main reference will be sought from your present employer or, if new to the profession, your college. You are requested to name two additional referees unrelated to you in any way whatsoever. Unless you state otherwise we assume we have your permission to contact the referees following a first interview.

Employer / College referee		
Name	Status:	
Address		
Telephone:	Fax:	E-mail:
1st additional referee		
Name	Status:	
Address		
Telephone:	Fax:	E-mail:
2nd additional referee		
Name	Status:	
Address		
Telephone:	Fax:	E-mail:

Please answer the two questions in this box by placing a circle around the answer that applies and also deleting the one that does not. If you have to answer either 'No' to the first question or 'Yes' to the second, please give full details on a separate sheet in order that your suitability for the post may nonetheless be carefully considered.

Health

The school requires any new member of staff to confirm that he or she is unaware of any chronic illness or disability that would in any way affect the proper performance of the appointee's duties. Are you able to give this confirmation? **Yes** **No (details attached)**

Protection of children

Have you ever been convicted of a criminal offence anywhere in the world? (You need to answer this question without the benefit of the Rehabilitation of Offenders Act 1974, which does not apply to teachers.) **No** **Yes (details attached)**

The information I have given on this application form and any papers that accompany it is true and complete.

Signed _____

Date _____