



Application form

Position for which you are applying: _____

Personal Details

Name: _____

Address: _____

Postcode: _____

Telephone: _____

Email: _____

National Insurance No: _____ Are you required to have a work permit? Yes/No

Do you hold a current driving licence? Yes/No Do you have D1 entitlement? Yes/No

Are you a car owner? Yes/No

If you are related to another NPS employee, please give details below:

Declaration

I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore that all convictions, cautions and bind-overs, including those regarded as 'spent' must be declared. I have not been disqualified from working with children, am not subject to any sanctions imposed by a regulatory body and either *(please tick as appropriate)*:

- ☐ I have no convictions, cautions or bind-overs
- ☐ I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked confidential.

Qualifications/Degrees

Award (e.g. BA, PGCE, etc.)	Where gained	Grade/Level (if appropriate)	Date achieved

Other Courses and Training

Training Institution	Course details	Renewal date if applicable

Employment History

Current position: _____ Held from (d/m/yy): _____

Name of institution: _____ Salary: _____

Brief details of post, including all duties etc.: _____

Previous employer: _____ Held from/to (d/m/yy): _____

Position held: _____ Salary: _____

Brief details of post: _____

Reason for leaving: _____

Previous employer: _____ Held from/to (d/m/yy): _____

Position held: _____ Salary: _____

Brief details of post: _____

Reason for leaving: _____

Previous employer: _____ Held from/to (d/m/yy): _____

Position held: _____ Salary: _____

Brief details of post: _____

Reason for leaving: _____

Previous employer: _____ Held from/to (d/m/yy): _____

Position held: _____ Salary: _____

Brief details of post: _____

Reason for leaving: _____

Work Experience / Voluntary

From	To	Organisation	Brief summary of work undertaken

Membership of Professional Bodies

Date	Awarding Body	By examination or experience

Are you sufficiently fit and active enough to fulfil all of the requirements of the position for which you have applied? YES / NO

How many days absence have you had in total in the last 12 months? _____

If more than 8 days, please give details : _____

Have you applied to Northbourne Park School for any other position previously? YES / NO

If Yes, please give details: _____

Personal Statement

Reasons for applying for this post and any other relevant details *(continue on separate sheet if necessary)*:

References Give details of two referees of whom confidential enquiries may be made *(your professional one should be your last employer)*:

Professional: _____

Personal: _____

Address: _____

Address: _____

Declaration

I agree to Northbourne Park School contacting my previous employers and the two referees given above.

I declare that the above particulars are true and correct.

If you were offered this post, when would you be able to start? _____

Signed: _____

Date: _____

Applications should be submitted using this form and all sections must be completed.

If you wish you may attach a copy your CV to support your application.

Please return this form to:

The School Administrator, Northbourne Park School, Betteshanger, Deal, Kent. CT14 0NW

Telephone: 01304 611215 Email: office@northbournepark.com www.northbournepark.com