



Application Form

Applying for the position of:

Section 1: Personal Details

Title: Choose an item.

Forename(s): Click to enter text.

Surname: Click to enter text.

Any other names you have been known by: Click here to enter text.

Address:

Insert House Name/Number

Insert Street

Insert City

Insert County

Postcode: Click to enter Postal Code

Date moved to this address: Click here to enter text.

If you have lived anywhere else other than the address above within the past five years, please inform us of the full address in the space below along with the dates you resided at each address:
Click here to enter text.

Mobile Number: Click here to enter text.

Home Number: Click here to enter text.

Email Address: Click here to enter text.

NI Number: Click here to enter text.

Where did you hear about us: Click to enter text.

Section 2: Your current or most recent employment

Employer: Click here to enter text.

Name of School/Authority/Trust (if applicable): Click here to enter text.

Title: Click here to enter text.

Is this your current role? Yes
No

If no, please specify date employment ceased;

<p>Date Employment Commenced: DD/MM/ YYYY</p> <p>Date Continuous Service began (If applicable): DD/MM/ YYYY</p> <p>Salary Details (Include P/A / Scale if applicable): Click here to enter text.</p> <p>Any additional allowances? (Include UPR/TLR if applicable): Click to enter text.</p>	<p>DD/MM/YYYY</p> <p>Employers Address: Click here to enter text.</p> <p>Postcode: Click here to enter text.</p> <p>Contact Number: Click here to enter text.</p>
<p>Brief outline of your responsibilities in this position:</p> <p>Click here to enter text.</p>	
<p>If the role you are applying for is within a School/Teaching capacity then please give details of your specific experience, if it is not then please leave blank and continue with the Application Form.</p> <p>Group size: Click here to enter text. Age Range: Click here to enter text.</p> <p>Gender: Click here to enter text.</p> <p>Maintained/Non-Maintained: Click here to enter text.</p> <p>Private/Authority/Establishment run: Click here to enter text.</p>	
<p>Reason for looking for a new position?</p> <p>Click here to enter text.</p> <p>Would you consider part time/job share? (If the position you are applying for is part time please tick yes)</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>Notice period: Click here to enter text.</p> <p>Or</p> <p>Date employment ceased: DD/MM/ YYYY</p>

Section 2a: Employment History

Please list below your employment history in chronological, with the most recent being at the top.

Please note: should you be invited for interview that any gaps within employment may be queried by your interviewer. If there are gaps where you were not in employment but participating in activities, then please do outline this and the applicable dates. i.e. educational gaps, travelling, volunteering etc.

From MM/ YYYY	To MM/YYYY	Title & brief outline of responsibilities	Name and Address of Organisation	Reason for leaving
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

Section 3: Education History

Education Establishment Name and Address	Qualification Type	Dates attended MM/YYYY-MM/YYYY	Subject(s)	Outcome/ Grade Achieved
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

**Section 4: Professional Training and Development Courses
Completed (tab for additional boxes)**

Training Provider	Detail of the Course Completed
Click here to enter text.	Click here to enter text.

<p>Click here to enter text.</p>	<p>Click here to enter text.</p>
<p>Click here to enter text.</p>	<p>Click here to enter text.</p>

Click here to enter text.	Click here to enter text.

Section 5: References

Please provide two referees below, one of whom should be your present or most recent employer. Referees should be strictly Work or Academic - we are unable to accept character references. Please supply official work email addresses rather than personal email addresses.

Name:Click here to enter text.

Occupation:Click here to enter text.

Capacity known (work or academic):Click here

Name:Click here to enter text.

Occupation:Click here to enter text.

Capacity known (work or academic):Click here to

<p>to enter text.</p> <p>Address:Click here to enter text.</p> <p>Postcode:Click here to enter text.</p> <p>Email address:Click here to enter text.</p> <p>Contact number:Click here to enter text.</p>	<p>enter text.</p> <p>Address:Click here to enter text.</p> <p>Postcode:Click here to enter text.</p> <p>Email address:Click here to enter text.</p> <p>Contact number:Click here to enter text.</p>
<p>Note: References will be taken prior to interviews if you have been successfully shortlisted for the role. They will be destroyed responsibly 6 months after the date of interview. Please give explicit consent for us to contact your referees prior to interview by signing here;</p>	
<p>Signed: Click here to enter text.</p>	<p>Date: Click here to enter text.</p>

Section 6: Personal Statement

Please provide below your personal statement to assess suitability for this position.

You should refer to the Job Description and Person Specification.

Use a separate sheet if required and attach with your complete application

Click here to enter text.

Section 7: Criminal Declaration

This post is exempt from the Rehabilitation Offenders Act (1974) (amended 2013). You are therefore, required to provide details of any unspent convictions, cautions, reprimands and final warnings you may have and any unprotected spent convictions.

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and

cautions are 'protected' and 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: <https://www.gov.uk/government/collections/dbs-filtering-guidance>

Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI20131198'?

Yes No

Please state if you have any unspent convictions: Yes No

If you have answered 'Yes' to either of the above, please see the guidance below*

* A statement of any spent convictions that are not protected and any unspent convictions should be sealed in an envelope marked 'Private and Confidential - Disclosure' and returned to Chairperson, IUFA 3a Malting Lane, Isleham, CB7 5RZ. If you are shortlisted the Chair of the interview panel will read this information and the information you disclose may be discussed with you during the interview.

Section 8: Other Declarations

i) Equality: Isleham Under Fives Association is an Equal Opportunity Employer.

Do you consider yourself to be disabled?

Yes No

If you have answered 'Yes' above, please give details below the assistance or requirements you will need, should an interview take place for this role: [Click here to enter text](#)

ii) Declaration: To the best of my knowledge and belief, the information on this application form is true and correct.

Yes No

iii) Working Time: Please give details of any other employment, which if you should be successful in this post, you would be working on average more than 48 hours per week. (Beyond the EU Working Time Directive)

[Click here to enter text.](#)

iv) Data Protection: The information supplied in your application, as well as any supporting documents provided at the application or interview stage, will be used as part of the Isleham Under Fives Association Recruitment and Selection Process. All information is stored securely and all data submitted by unsuccessful candidates will be destroyed responsibly after 6 months from the date of interview. By signing below you give explicit consent for us to process your data for these purposes and these purposes only.

Signed: [Click here to enter text](#)

Date: DD / MM / YYYY

Please note: Isleham Under Fives Association has a safer recruitment policy, to adhere to this, each Offer of Employment is subject to satisfactory Reference Background checks, an Enhanced DBS Check and evidence of the Right to Work in the UK.