

Rosemead Preparatory School
70 Thurlow Park Road
Dulwich
SE21 8HZ

Tel: 020-8670 5865



Rosemead Preparatory School is committed to all aspects of safeguarding and actively promoting the welfare of children. All staff are required to support this ethos.

Post for which you are applying: DEPUTY HEAD

Personal Details

Surname/Family Name:

First Name(s):

Title:

Former names & dates:

Home Telephone No:

Mobile Phone Number:

Email address:

Home Address including post code:

Please indicate how you would prefer to be contacted (we will try to use your preferred method wherever possible):

Email

Postal address

Home Telephone

Mobile

DFES: Ref Number:

National Insurance No

General Teaching Council Registered:

Yes

No

Date of award of qualified teacher status (QTS):

(If after 7 May 1999) Have you completed your induction year?

Yes

No

If no – please give details of outstanding induction period:

Registration with ISA (mandatory from Nov. 2010)

Yes

No

Current or most recent employment

Job Title:

Start Date:

Leaving Date or Notice Required:

Current Salary:

Employers Name and Address:

Work Telephone No:

Duties and Responsibilities:

Reason for leaving (if appropriate):

Employment History

Please start with the most recent after that shown under current or most recent employment on page 1.

Please photocopy and attach additional pages if necessary providing the same information outlined below.

Starting Date	Leaving Date
Employers Name:	
Address:	
Position Held:	Salary:
Duties and Responsibilities:	
Reason for Leaving:	

Starting Date:	Leaving Date:
Employers Name:	
Address:	
Position Held	Salary:
Duties and Responsibilities:	
Reason for Leaving:	

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Employers Name:	
Address:	
Position Held:	Salary:
Duties and Responsibilities:	
Reason for Leaving:	

Education

Schools, Colleges, Universities or Institute of Further Education attended (including part-time)	Dates		Qualifications gained including subjects, grades or results expected
	From	To	

Any other relevant qualifications or records of achievement (e.g. courses attended), including membership and status of any relevant Professional or Technical Associations

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Letter of Application – THIS SHOULD BE HAND WRITTEN

Please state why you are applying for this post, how you meet the requirements of the job description/person specification and what attributes you would contribute.

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[Empty rectangular box for the letter content]

References

References from family and friends are not acceptable. One reference must be from your present or last employer or tutor (whichever is applicable)

Name:

Position Held:

Organisation Name:

Address:

Telephone No:

Email address:

Name:

Position Held:

Organisation Name:

Address:

Telephone No:

Email address:

Please explain any gaps in your employment:

Rosemead is an equal opportunities employer

Do you consider yourself disabled under the Disability Discrimination Act?

If yes, please give details of any reasonable adjustments that the company might need to consider in order to enable you to attend a possible interview or to carry out the job for which you have applied:

(Please include details of any long term illness, physical or mental)

Do you need a work permit to work in the U.K.?

I declare that all the information I have given is correct and I agree that if shortlisted, references may be taken up with my present and previous employers. I also confirm that I am willing to undergo a medical examination if required by the company. I understand that all appointments are subject to satisfactory safeguarding checks, references and a satisfactory medical declaration/report if required.

I am aware of 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 further declare that:

I have not been disqualified from working with children.

I am not named on DfES List 99 or the Child Protection Act List.

I am not subject to any sanctions imposed by a regulatory body (e.g. General Teaching Council).

**Please delete one of the statements below:*

*I have no convictions, cautions or bind-overs

or

*I have attached details of any convictions, cautions or bind-overs in a sealed stamped, self-addressed envelope marked 'Confidential'. I understand that this will not be opened unless I am shortlisted.

Signed _____ Date _____