



Position applied for	
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**Personal details**

Surname
Title (Mr/Mrs/Ms/Dr etc)
Name commonly known as
Current Address

Forenames
Previous surname(s)
Date of Birth
DfES reference number
Telephone numbers
Email Address

**Career History**

Please supply a full history (current employment first) of all employment, self-employment and any periods of unemployment. **Where appropriate provide explanations for any periods not in employment** or self-employment and in each case any reasons for leaving. Please continue on a separate sheet of paper if necessary.

Name and Address of current employer	Position held & current salary level	Date of joining	Reason for leaving (if applicable)
Further information / comments			

Name and Address of previous employer	Position held	Dates of joining and leaving	Reason for leaving
Further information / comments			

Name and Address of previous employer	Position held	Dates of joining and leaving	Reason for leaving
Further information / comments			

Name and Address of previous employer	Position held	Dates of joining and leaving	Reason for leaving
Further information / comments			

### **Education and Qualifications**

Please supply a full history. Provide explanations for any gaps where appropriate.

#### **Secondary Education**

Qualification (GCSE, A level etc)	School / College	Year awarded	Subject	Grade

### Further and Higher Education

Qualification (Degree etc)	Awarding Body / Institute	Dates of attendance	Subjects	Grade

### Other qualifications including vocational training where otherwise not listed

Qualification	Awarding Body / Institute	Dates of attendance	Subjects	Grade

### Existing Contacts within School

Please indicate if you know any existing employees or governors at the school, and if so explain the relationship.

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### Reason for seeking employment at Framlingham College

Please indicate what attracts you to the job you are applying for.

### Other Information

Please provide any other information in support of your application. Include details of hobbies and interests in this section.

### Referees

Please provide at least two referees. One referee should be your current or most recent employer.

For teaching posts – One reference **must** be from the Headteacher at your current school. Where you are not currently working with children but have done so in the past one referee must be from the employer by whom you were most recently employed in work with children. **Please note, references will not be accepted from relatives or from referees writing solely in the capacity of friends.**

For other posts – the second reference should not normally be from a friend or relative, unless this is unavoidable.

Referee 1	Referee 2
Name: Address:	Name: Address:
Telephone: Email: Relationship to applicant:	Telephone: Email: Relationship to applicant:

We are committed to equal opportunities and have a policy of non-discrimination. In order to ensure we may offer appropriate interviewing facilities you are asked to inform us of any relevant disability in your covering letter.

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 named on DfES List 99 or the Protection of Children Act List, am not subject to any sanctions imposed by a regulatory body (e.g. the General Teaching Council), and either

<input type="checkbox"/>	I have no convictions, cautions or bind-overs
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or

<input type="checkbox"/>	I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked confidential.
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.....  
Signature

.....  
Date

Please confirm where you heard about this position: (Please tick all that apply)

Local Paper

National Press

College Website

E-teach Website

Job Centre

Word of Mouth

Other (please state where) .....

**Completed applications to: Personnel Department, Framlingham College,  
College Road, Framlingham, IP13 9EY**