

Office Use Only
Date Received:
Application Fee:

KRISHNAMURTI FOUNDATION TRUST LIMITED
TEACHER APPRENTICE APPLICATION

Insert
Photo
Here

Position applied for:	
Title: Mr / Mrs / Ms / Other	Surname:
First Name(s):	Previous name(s):
Address:	Gender: Male / Female
	Home Telephone no:
	Mobile no:
	Marital Status: Married / Single / Divorced / Widowed
E-mail address:	National Insurance No:
Passport Number:	
Nationality:	Dependants:
In the space provided below or on a separate sheet securely attached, please tell us more about yourself.	
Please also say something about why you would like to come to Brockwood to live, study and work:	

Please include possible dates for attending a prospective week (Sunday-Saturday) and when you would like to start at Brockwood.

Education and qualifications:

Please give details of further education and higher education or equivalent courses including any A-levels/Degrees or equivalent vocational courses:

College/other institution	Dates From – To	Qualifications

Employment history: Please complete details of your **present** employment.

Name and address of employer	Position held
Employed from	Current salary

Brief description of current duties, responsibilities and achievements

Previous employment: (continue on separate sheet if necessary)

Dates From To	Name of Employer	Job title and responsibilities	Reason for Leaving

If there are any gaps in your employment or education history please explain them here:

Existing contacts within school – Please indicate if you know any existing employees or governors at the school, and if so, how you know them?

How did you hear about Brockwood Park School?

Other interests:

IT Skills:

Training will be provided where required. Information given here will help us to plan training schemes

Microsoft Office	Basic	Competent	High		Basic	Competent	High
Word	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Powerpoint	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Excel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Email	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Languages (please state level ie, basic, intermediate or fluent)

**Names and Addresses of 2 Referees: (One referee should be your current or most recent employer).
References will not be accepted from relatives or persons who only know you as a friend.**

Name and Address

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.....
.....

Name and Address

.....
.....
.....
.....

Email Address:

In what capacity do you know the referee?

.....

Email Address:

In what capacity do you know the referee?

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Please note that we will contact these referees if you are short-listed for this post and seek reference before interview. Also, in relation to work with children, we will seek information about any past disciplinary issues relating to children and/or child protection concerns you may have been subject to. If you have any concerns about this please contact us on 01962 771744.

For persons who are not British or EU nationals: If you have any conditions related to your employment please give details (eg. If you require a Visa to enter the UK):

Data Protection

Information on this form is used in accordance with our Data Protection Policy (available on our website) and the Admissions Office may communicate with you by telephone, post or email. It is extremely important that you inform the Admissions Office of any change of contact details or family circumstances as Brockwood Park School cannot accept responsibility for correspondence that goes astray.

Declaration:

The post you are applying for is ‘exempt’ from the Rehabilitation of Offenders Act 1974, so you are required to declare:

- All unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974
- All spent adult cautions (simple or conditional) or spent convictions that are not ‘protected’ as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended)

The amendments to the Exceptions Order provide that certain ‘spent’ convictions and cautions are ‘protected’ and are not subject to disclosure to employers and cannot be taken into account.

1. Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974? Yes/No
2. Do you have any spent adult cautions (simple or conditional) or spent convictions that are not ‘protected’ as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended)? Yes/No

I understand that if my application is successful, I will be required to obtain a DBS disclosure at the appropriate level.

Signature: Date:

I declare that the information I have given on this form is complete and accurate. I understand that to knowingly give false information, or to omit any relevant information, could result in the withdrawal of any offer of employment.

Signature: Date:

(All candidates applying for employment via email will be required to sign and date this form if invited to attend an interview.)

Please also ensure the following is attached to this application:

- All EEA and non-EEA applicants are required to provide a Criminal Record Certificate from any country they have lived for 12 months or more in the past 10 years. Please attach your certificate to this application form. Failure to produce a valid police certificate may affect your application; if you are a UK national the School will arrange for this statement – failure to produce a valid police certificate may affect your application. . To apply for a Criminal Record Check, please follow this link for further guidance:

<https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants/guidance-on-the-application-process-for-criminal-records-checks-overseas>

- A scanned copy of your passport
- Two forms of id containing your registered address (ie. Driving licence and id card/utility bill)
- A copy of your CV (Resume)
- A passport-size photograph

- **£30 application fee**

To pay the application fee by Bank Transfer please ask your bank to include your name as a reference on all transactions:

National Westminster Bank, Winchester Old Bank (A), 105 High Street, Winchester SO23 9AW UK.

Account Name: Krishnamurti Foundation Trust Limited

Bank Sort Code: 51-61-09

Bank Account No: 04128966

IBAN No: GB67 NWBK 51610904128966

SWIFT No/BIC: NWBKGB2L