



**ST. BENET BISCOP  
CATHOLIC HIGH SCHOOL**  
A Co-operative Business & Enterprise  
College

*'Learning to value  
Learning to give  
Learning to achieve  
Growing in the Peace of Christ'*

**PERSONAL DETAILS**

**CONFIDENTIAL**

**APPLICATION FOR THE POST OF:**

Surname		Title
Christian Name (s)		
Marital Status	Nee	
Religious Denomination	Date of Birth	
Address		Post Code
Home Tel. No.		
e-mail:		
School or Work Tel. No.	E-mail	
If you are registered disabled, please state your number	N.I. No.	
Title of present post	Present Salary	

**When completed please return to:-** Mr N R Bowen, Headteacher, St. Benet Biscop Catholic High School, Ridge Terrace, Bedlington, Northumberland NE22 6ED.

**EDUCATION AND TRAINING**

Please give information about any education received in this country or abroad, and qualifications obtained including degrees, with class and division.

Secondary school attended name and town	Full/Part Time	Qualifications (subjects/grades)	Dates attended	
			From	To
University or College	Full/Part Time	Qualifications (subjects/grades)	Dates attended	
			From	To

**RECENT COURSES**

in which you have been involved in the past 3 years and which you consider relevant to this post.

**PRESENT POST**

<b>From</b>	<b>To</b>	<b>Name and address of employer</b>	<b>Position held</b>

**PREVIOUS EXPERIENCE** - list your previous posts starting with the earliest. Include all full-time and part-time work.

<b>From</b>	<b>To</b>	<b>Name and address of employer</b>	<b>Position held</b>

## REFERENCES

Please nominate two referees. If in employment, one should be your present employer.

Name	Designation
Address	
e-mail:	Telephone
Name	Designation
Address	
e-mail:	Telephone
Do you agree to your present employer being contacted concerning this application? YES/NO	
<p><b><i>REHABILITATION OF OFFENDERS ACT</i></b></p> <p>For teaching, lecturing posts and non teaching staff you are required before appointment to disclose any conviction, caution or binding over, including "spent convictions" under the terms of the Rehabilitations of Offenders Act 1974 (Exemptions) Order 1975.</p> <p>Disclosure will be required only if following interview it is considered that you are the most suitable applicant for the post.</p>	

**ASYLUM AND IMMIGRATION ACT 1996**

If it is considered that you are the most suitable applicant for the post you will be required to provide confirmation of:-  
Identity, Address, Qualification Certificates, NI No.

**CRIMINAL RECORDS DISCLOSURE**

You will be required to undertake the enhanced criminal records disclosure, consequently any offer of employment will be conditional upon successful clearance.

**MEDICAL HISTORY**

(External candidates only)

Are you in good health? Yes  No

Have you in the past had any illness or injury causing you to be off work (or away from school or college) for three weeks or more? Yes  No

Have you been in hospital as an in-patient? Yes  No

Have you ever attended hospital as an out-patient for three weeks or more or had a course of treatment from any doctor lasting three weeks or more? Yes  No

**DECLARATION**

If you know that any of the information you have given on this application form is false or if you have knowingly omitted or concealed any relevant fact about your eligibility for employment then your name will be withdrawn from the list of candidates.

If such a discovery is made after you have been appointed then you will be liable to be dismissed without notice.

I hereby certify that all the information given by me on this form is correct to the best of my knowledge, that all the questions relating to me have been accurately and fully answered and that I possess all the qualifications which I claim to hold.

Signature.....

Date.....

The post will be subject to the terms and conditions of the CES model non-teaching staff contract.

**SUPPORTING STATEMENT**