

Supply Team Application Form

- This application will be treated in the strictest confidence

ESL REFERENCE

Education Staffing Link Limited is committed to Equal Opportunities in Employment and positively welcome your application irrespective of your gender, race, disability, colour, ethnic or national origin, marital status, religion or age.

All fields marked with an asterisk* must be completed

Information

Mr, Mrs, Miss, Ms: *

Address: *

First Name(s): *

Last Name: *

Previous Names:

Postcode:

Telephone: *

Date of Birth: *

Mobile:

Teacher Reference Number:

E-mail: *

National Insurance Number: *

Please specify the phase to which this application refers by clicking the appropriate box(es)

(Tick only one *)

Teacher * <input type="checkbox"/>	Teaching Assistant * <input type="checkbox"/>	Clerical Assistant * <input type="checkbox"/>
Foundation Stage <input type="checkbox"/>	Key Stage 1 <input type="checkbox"/>	Key Stage 2 <input type="checkbox"/>
Key Stage 3 <input type="checkbox"/>	Key Stage 4 <input type="checkbox"/>	Post 16 <input type="checkbox"/>
Special <input type="checkbox"/>	If Secondary, are you prepared to do general cover <input type="checkbox"/>	
Main Subject: <input type="text"/>	Subsidiary Subject: <input type="text"/>	

Availability

Do you have your own transport? * Yes No

How far are you prepared to travel?

Please indicate your general availability for work?:

On which date do you wish to start work?

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Please indicate below your Further Education details *

Date	Degree/Diploma/Certificates Obtained	Class/Div Obtained

How did you hear about ESL? (Please include a source, if applicable)

Job Board

Other

Referral

I do not wish to specify

Criminal Records

It is important that you read the 'Filtering rules for criminal record check certificates' in Appendix 1 before you complete this section of the form.

Filtering rules: As of 29 May 2013 you are no longer required to disclose information about any 'filtered' offences. Please see the guidance in **Appendix 1** which sets out the **Filtering rules for criminal record check certificates**. You are not required to disclose on any part of this form any convictions or cautions that have been 'filtered'.

Guidance and criteria on the filtering of these cautions and convictions can be found on the **Disclosure and Barring Service website**.

Subject to the filtering rules failure to declare a conviction that you must disclose may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light.

Section 1

Do you have any unspent* criminal convictions?

Yes No

If yes, please list your criminal convictions and their dates below **subject to the filtering rules**.

The information you give will be treated in confidence and only taken into account where, in the reasonable opinion of Education Staffing Link Limited, the offence is relevant to the post for which you are applying.

*A conviction will become spent after a 'rehabilitation period'.

A list of these periods is attached and will depend on the sentence received in Appendix 1.

Please list details (e.g. Date; Type of Offence; Sentence/Fine Imposed, etc. below)

More space is available on the next page

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Criminal Records - continued

Section 1

Section 2

As an exception to the Rehabilitation of Offenders Act 1974, for certain roles and professions you are required to disclose **all spent and unspent convictions**. The DBS checks: eligibility guidance in Appendix 1 explains who is eligible for DBS checks but anyone doing such work must disclose spent and unspent convictions (**subject to the filtering rules**). If this is relevant to work that you are seeking please list all criminal convictions (spent and unspent) and their dates below, subject to the filtering rules.

Please tick the box if this section does not apply to you.

Please list details (e.g. Date; Type of Offence; Sentence/Fine Imposed, etc. below)

I confirm that I have carefully read the content outlined in Appendix 1

DATE:

References

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All fields marked with an asterisk* must be completed

Please give details of two referees. One referee should be your current or most recent employer and the second should be able to comment on your experience in school. If you are newly qualified, we would prefer references from your training provider and from your final placement. We are not able to accept references from relatives or from people writing solely in their capacity as your friend.*

I agree to Education Staffing Link Limited seeking the view of those listed below as to my suitability to work with statutory school age children.* Yes, I agree

Name: *

Address: *

Postcode:

Position: *

Telephone:

Fax/E-mail:

Name: *

Address: *

Postcode:

Position: *

Telephone:

Fax/E-mail:

Supporting Statement

Please include with this application a detailed CV or statement of support. This supporting statement should include a full history in chronological order since attaining your professional qualification. Please include details of all part-time and voluntary work as well as full time employment, with start and end dates, explanations for periods not in employment or education/training and reasons for leaving.

Teaching Agency

Have you ever been convicted by the courts or cautioned, reprimanded or given a final warning by the police? *

Yes No

Are you subject to any disciplinary sanction placed upon you by the Teaching Agency (or any other Teaching Agency and/or professional body)? *

Yes No

Confirmation Of Details

In line with the requirements of DfES guidelines (DfES/1568/2005 issued June 2005), I hereby confirm that all the information given on this form is correct to the best of my knowledge, that all the questions related to me have been fully and accurately answered, and that I am in possession of the Certificates I claim to hold. I am aware that providing false information is an offence, which may result in my application being rejected, summary dismissal and possible referral to the police.

Yes, I agree

Equal Opportunities Monitoring

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Education Staffing Link Limited has an equal opportunities policy. In order to establish the effectiveness of this policy it is essential that the policy be fully monitored and evaluated. Consequently, it would be helpful if you could answer the questions below and return the completed form to the Office.

Although completion of this document is voluntary, the information is vital to ensure that the policy is being effectively carried out. All information provided will be treated in the strictest confidence and will only be used as a means to monitor the effect of the equal opportunities policy.

Should you wish to discuss the completion of this form or any other matter related to equal opportunities please do make contact with any member of the office team.

Thank you for your support and co-operation.

Jonathan Dakin

Name: Date of Birth: Gender: M F

What is your ethnic group?

Please choose one section from A to E and then tick the appropriate box to indicate your cultural background.

SECTION A - White

- British
- English
- Scottish
- Welsh
- Other, please state:
- Irish
- Any other White background, please state:

SECTION B - Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other White background, please state:

SECTION C - Asian, Asian British, Asian English, Asian Scottish, or Asian Welsh

- Indian
- Pakistani
- Bangladeshi
- Any other Asian background, please state:

SECTION D - Black, Black British, Black English, Black Scottish, or Black Welsh

- Caribbean
- African
- Any other Black background, please state:

SECTION E - Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh, or other ethnic group

- Chinese
- Any other Chinese background, please state:

No response