



Supply Team Application Form

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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.

ESL REFERENCE:

Mr, Mrs, Miss, Ms: _____ Address: _____
First Name(s): _____
Last Name: _____
Previous Names: _____ Post Code: _____
Telephone: _____ Date of Birth: _____
Mobile: _____ DfES Number: _____
E-mail: _____ National Insurance Number: _____

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

| | | | | | |
|------------------|--------------------------|--|--------------------------|--------------------|--------------------------|
| 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: _____ Subsidiary Subject: _____

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? _____

Please indicate below your Further Education details

| Date | Degree/Diploma/Certificates Obtained | Class/Div Obtained |
|------|--------------------------------------|--------------------|
| | | |

Criminal Records

Due to the sensitive nature of the duties associated with teaching you are required to disclose details of any criminal record below. Only relevant convictions and other information will be taken into account so disclosure need not necessarily be a bar to obtaining this position.

If you are successful in joining the ESL Supply Team, you will be required to complete a disclosure application form which will be forwarded to the Criminal Records Bureau (CRB). The position for which you are applying is exempted from the Rehabilitation of Offenders Act and as such the CRB will disclose full criminal records including spent convictions.

Have you ever been convicted by the courts or cautioned, reprimanded or given a final warning by the police? Yes / No

(Note that the post you have applied for is exempted from the Rehabilitation of Offenders Act 1974, which means that all convictions, cautions reprimands and final warnings on your criminal record need to be disclosed.)

If yes please give details of offences. Penalties and dates below.

Are you aware of any police enquiries undertaken following allegations made against you, which may have a bearing on your suitability as a teacher with statutory school age children? Yes / No

Please be assured that information about criminal records and all other information given on this form will be kept confidential and handled with sensitivity.

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

Due to the sensitive nature of the information that may be contained on any CRB disclosure, ESL follows the CRB code of practice and has policies relating to the "Recruitment of Ex Offenders" and the "Secure Storage, Handling, Use, Retention of Disclosure and Disclosure Information". Copies of these policies are held in the office and you can see the documents prior to applying for disclosure.

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 _____ (Insert Name), authorise Education Staffing Link Limited to seek the view of those listed below as to my suitability to work with statutory school age children

Name: _____

Name: _____

Address: _____

Address: _____

Post Code: _____

Post Code: _____

Position: _____

Position: _____

Telephone: _____

Telephone: _____

Fax / E-mail: _____

Fax / E-mail: _____

Signature of applicant: _____

Signature of applicant: _____

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.

General Teaching Council

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 General Teaching Council of England (or any other General Teaching Council 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.

SIGNATURE: _____

DATE: _____

Equal Opportunities Monitoring

Education Staffing Link Limited has an equality of 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 equality of opportunities policy.

Should you wish to discuss the completion of this form or any other matter related to equality of opportunity 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: _____

Signature: _____ Date: _____

The ethnic classifications described below are derived from the categories determined as best practice by the Commission For Racial Equality.

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 write in:
- Irish
- Any other White background, please write in:

Section B - Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other Mixed background, please write in:

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

- Indian
- Pakistani
- Bangladeshi
- Any other Asian background, please write in:

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

- Caribbean
- African
- Any other Black background, please write in:

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

- Chinese
- Any other Black background, please write in: