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| **Position applied for:** |
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| **1. Personal Details** |
| First Name(s): Surname:  |
| Address (including post code):  |
| Email Address:  |
| Telephone (daytime): | Telephone (evening): | Mobile: |
| **GTCS Registration Number:**  |
| Provisional Registration [ ]   | Full Registration [ ]  |
| Primary [ ]  | Secondary [ ]  |
| Additional Support Needs[ ]  | Subject [ ]  |
| **Disclosure Scotland PVG Scheme**: If you are a member, please provide your membership number. | PVG Scheme Membership Number: |

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| 2. **Secondary** **Education** |
| Please include secondary qualifications. Continue on a separate sheet if necessary. |
| **School/College Attended** | **Dates from/to** | **Qualification and Grades Obtained** |
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| **3**. **Further and Higher Education** |
| Please include all relevant qualifications. Continue on a separate sheet if necessary. |
| **College/University Attended** | **Dates from/to** | **Qualification and Grades Obtained** |

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| **4. Professional** **Qualifications** |
| **Institute or Professional Awarding Body** | **Qualification Obtained** | **Date(s) Obtained** |
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| **5. Relevant Professional Learning** |
| **Nature of Professional Learning** | **Dates from/to** | **Further Details** | **Impact of Professional Learning** |
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| **6. Employment History** |
| Please provide details in chronological order of your employment history. Include all periods not in employment. Continue on a separate sheet if necessary. |
| **Details of present or most recent employer** |
| From:  | To: | Position/Job Title: |
| Name and Address: |
| Main Duties: |
| Reason for leaving: |
| Salary:  |
| **Dates from/to** | **Employer’s Name, Address and Nature of Business** | **Job Title, and brief description of main duties and responsibilities** | **Reason for Leaving** |
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| **7. Other interests and areas of expertise** |
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| **8. Personal Statement of Application**  |
| **Please outline why you wish to be considered for this position, what particular qualities you would bring to The Glasgow Academy and how you meet the requirements of the Job Description and Person Specification** |
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| **9. References** |
| Please provide details of two persons to whom reference may be made prior to interview. One must be your present or most recent employer.  |
| **Reference 1** | **Reference 2** |
| Name: | Name: |
| Job Title: | Job Title: |
| **E-Mail Address:** | **E-Mail Address**: |
| Address: | Address: |
| Telephone No: | Telephone No: |
| Can be contacted prior to interview | Yes [ ]  No [ ]  | Can be contacted prior to interview | Yes [ ]  No [ ]  |

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| **10. ELIGIBILITY TO WORK** |
| National Insurance Number:  |
| Under the Government Points Based System employers must ensure that any prospective employee is legally entitled to live and work in the UK. **All applicants will have to provide documentary evidence, at the interview stage, in the form of either a Passport, Work Permit, Registration Card issued by the Home Office, a document demonstrating that they are a national of a European Economic Area country or Switzerland and Birth Certificate.**  |
| Are there any restrictions to your residence in the UK which might affect your right to take up employment in the UK? | Yes [ ]  | No [ ]  |
| If Yes, provide details: |
| Do you have a current work permit? | Yes [ ]  | No [ ]  |
| If **Yes** which type of work permit do you have and are there conditions attached? |
| If **No** provide details:  |
| **11.** DECLARING AN INTEREST |
| Please provide names and relationship details of anyone you are related to or have a personal relationship with at The Glasgow Academy, e.g. a member of staff or any Governor of The Glasgow Academy or if you have any financial interest in contracts with the School or pending tenders: |

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| **12. REHABILITATION OF OFFENDERS ACT AND DISCLOSURE SCOTLAND** |
| The School is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions, reprimands and final warning (including those which would normally be considered ‘spent’ under the Act) must be declared. If you have a criminal record this will not necessarily prevent you from gaining employment with The Glasgow Academy. Each case will be assessed fairly by the School’s Senior Leadership Team.  |
| Have you ever been convicted of a criminal offence or are you currently undergoing criminal investigation? No |
| Is there any relevant court action pending against you?  |
| Have you ever received a caution, reprimand or final warning from the Police?  |
| **If you have answered yes to any of the above, you must provide details and date(s). This should be sent in a separate envelope marked ‘Confidential for personal attention of the Rector'.** |
| **13. DATA PROTECTION DECLARATION**  |
| Under the terms of the General Data Protection Regulation (EU 2016/679), the information you provide in this application form will only be used for the purpose of assessing your suitability for employment and whether to enter into a contract of employment with you.The School’s privacy notice for applicants is located on the School’s website. It is applicable to all applicants and by signing below you are deemed to have read and understood the School’s privacy notice.I understand the information above and hereby:1. Declare that the information provided in this application form is, to the best of my knowledge, true and complete. I understand that any false or misleading statements may be sufficient cause for rejection or, if employed, will result in the termination of my employment.
2. Agree that the information I give The Glasgow Academy in connection with this application for employment may be stored and processed for the purposes as stated in the School’s privacy policy for applicants.
3. Consent for the School to undertake any checks it may deem necessary in connection with my application as detailed in the information pack provided.
4. Agree for the School to ask my previous employers questions regarding my disciplinary and capability record and give my consent for my previous employers to disclose this information.
5. Understand that canvassing of Interview panel members, directly or indirectly in connection with any appointment shall disqualify me.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

 **How did you hear about this vacancy?**