**APPLICATION FORM**

**Note: this section of the application form will NOT be available to the Selection Panel**

| **PART A: PERSONAL INFORMATION** | | | |
| --- | --- | --- | --- |
| **Last Name:** |  | **Title:** |  |
| **First Name(s):** |  | | |
| (please underline the name you are known by, or specify here) | | | |
| **Home Address:** |  | | |
|  | | |
|  | | |
| **Post Code:** |  | | |
| **Telephone Number:** |  | | |
| **Email:** |  | | |

| **Right to work in the UK** |
| --- |
| Prior to appointment you will be required to show a document confirming your right to work in the UK. This may be a P45, P60, birth certificate or other prescribed document. |
| Are there any restrictions on your right to work in the UK? ☐ YES ☐ NO  If ‘yes’, please specify: |

| **References** | | |
| --- | --- | --- |
| Please give the names and addresses of two people whom we may contact for a confidential assessment of your suitability for this job. One of these should be your most recent or current employer. | | |
| **Name, organisation, role, email & tel. no** | **Name, organisation role, email & tel.no** |

| **Advertising and Publicity** |
| --- |
| To allow us to manage our advertising and publicity campaigns effectively in the future, please tell us where you heard about this vacancy: |

| **Data protection & privacy policy** | | | |
| --- | --- | --- | --- |
| In applying for this post I give consent to Light Up Learning to hold and process data which is relevant to the recruitment process. This includes sensitive personal data which will be stored for monitoring purposes.  LUL is committed to being transparent about all our privacy practices. We hold and process data in accordance with the General Data Protection Regulation 2018 (GDPR). The personal data collected on this form will be held securely and will only be used for administrative purposes.  A full explanation of all your rights in regard to personal information we hold about you can be found in our Privacy Policy – please email recruitment@lightuplearning.org for a copy, or view it on our website at <https://www.lightuplearning.org/privacy-policy>.  You have the right to request to see a copy of the information we hold about you and to request corrections or deletions of the information that is no longer required. If you have any questions concerning this form, or the information on it, please contact [recruitment@lightuplearning.org](mailto:recruitment@lightuplearning.org)  **If you are submitting your application by email please type your name below:** | | | |
| **Signature:** |  | **Date:** |  |

| **PART A: DECLARATION** | | | |
| --- | --- | --- | --- |
| I declare that the information I have given in support of my application for employment is to the best of my knowledge and belief, true and complete. I understand that, if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or employment may be terminated.  **If you are submitting your application by email please type your name below:** | | | |
| **Signature** |  | **Date** |  |

**Please return the completed application form to:** [**recruitment@lightuplearning.org**](mailto:recruitment@lightuplearning.org) **by 8 April 2021 (23:59)**