**Application Form for the role of Trustee/Governor**

***The Trust is committed to safeguarding and promoting the welfare of children***

***and young people and expects all staff and volunteers to share this commitment.***

**INFORMATION FOR SHORTLISTING AND INTERVIEWING**

|  |
| --- |
| Full Name: |

**CURRENT / LAST\* EMPLOYMENT \**please delete as applicable***

|  |  |
| --- | --- |
| Name and address of employer |  |
| Job title |  |
| Date appointed to post |  |

**Other Employment HISTORY (last 10 years, or anything you wish to draw attention to as relevant**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Job Title | Name and address of | Dates | | | |
| or Position | employer, or description of activity | From | | To | |
|  |  | Month | Year | Month | Year |
|  |  |  |  |  |  |
| **Director** |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Note: Most of the above roles were interim in nature – I was not working during the employment gaps.**

**Please enclose a continuation sheet if needed**

**FURTHER OR HIGHER EDUCATION / Professional Qualifications**

Any recognised qualifications or courses attended which are relevant to the skills specified:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of FE College or University or Awarding Body | Dates  From To | Full or Part-time | Qualifications Obtained |
|  |  |  | B |

**OTHER RELEVANT EXPERIENCE, INTERESTS AND SKILLS**

|  |
| --- |
|  |

Please set out a short personal statement to support your application, outlining the skills and experience you are able to offer to the role.

|  |
| --- |
|  |

**REFEREES**

Please provide details of two people to whom reference may be made. The first referee should normally be your present or most recent employer. Referees will be asked about disciplinary offences relating to children, and whether you have been the subject of any child protection concerns, and if so, the outcome of any enquiry or disciplinary procedure. References will not be accepted from relatives.

**First referee**

|  |  |
| --- | --- |
| Title and Name | **Julie Layton** |
| Address and post code |  |
| Telephone number |  |
| Email address |  |
| Job Title |  |
| Relationship to applicant |  |

**Second** **referee**

|  |  |
| --- | --- |
| Title and Name |  |
| Address and post code |  |
| Telephone number |  |
| Email address |  |
| Job Title |  |
| Relationship to applicant |  |

This section will be separated from Part 1 on receipt.

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| Surname or family name |  |
| All previous surnames |  |
| All forenames |  |
| Title |  |
| Current Address |  |
| Postcode |  |
| Resident at this address since |  |
| Home telephone number |  |
| Mobile telephone number |  |
| Date of birth |  |
| Email address |  |
| Have you ever been subject to a child protection investigation by your employer or the General Teaching Council or Independent Safeguarding Authority? |  |
| Are you related to or have a close personal relationship with any pupil, employee, or governor? |  |
| Are there any special arrangements which we can make for you if you are called for an interview? |  |

**DATA PROTECTION ACT 1998**

**The information collected on this form will be used in compliance with the Data Protection Act 1998. By supplying information, you are giving your consent to the information being processed for all employment purposes as defined in the Data Protection Act 1998.  You should also note that checks may be made to verify the information provided and may also be used to prevent and/or detect fraud. This form will be kept strictly confidential but may be photocopied and may be transmitted electronically for use by those entitled to see the information as part of the recruitment process.  When the recruitment process is completed, the form will be stored for a maximum of six months then destroyed.  If you are employed as a result of this recruitment process then this application form will be retained as part of your personnel record.**

**NOTES**

* (a) Under the Criminal Justice & Courts Services Act 2000 it is an offence for an individual who has been disqualified from working with children to knowingly apply for, offer to do, accept, or do any work in a ‘regulated position’. The position you are applying for is a “regulated position”.

(b) Canvassing, directly or indirectly, an employee or governor will disqualify the application.

(c) Candidates recommended for appointment will be required to provide a satisfactory Enhanced DBS.

(d) Individuals are disqualified from roles within the Trust if they are:

* Aged under 18 years
* Liable to be detained under the Mental Health Act 1983
* Adjudged bankrupt
* Disqualified as a Company Director
* Disqualified as a Charity Trustee
* Included in the list of teachers and workers with children or young persons whose employment is prohibited or restricted
* Disqualified as a proprietor of an independent school
* Convicted of a criminal offence and sentenced to at least 3 months imprisonment without the option of a fine

**DECLARATION**

I certify that, to the best of my knowledge and belief, all particulars included in my application are correct. I understand and accept that providing false information will result in my application being rejected or withdrawal of any offer of employment, or summary dismissal if I am in post, and possible referral to the police. I understand and accept that the information I have provided may be used, and in particular that checks may be carried out to verify the contents of my application form.

Signature of Applicant Date

Print Name