

THE NEW SCHOOL ROME

'The New School seeks to stimulate creativity, intellectual curiosity and a sense of social responsibility.'

INSTRUCTIONS: Please complete **ALL** sections. If you cannot complete a section **please put n/a in the box.**

APPLICATION FOR THE POST OF: _____

SECTION ONE – Your Personal Details:			
Surname:		Title:	Mr/Mrs/Miss/Ms or other
Forename(s):		Former names(if applicable):	
Home Address:		Telephone number (home):	
		Telephone number (mobile):	
		Email address:	
Postcode:		Date of Birth:	
Country:		If you are not a European Citizen, do you require a work permit to work in Italy?	YES / NO
Nationality:		DFES Number: (if applicable)	

SECTION TWO – Details of your referees: <i>These should be persons of appropriate standing with direct knowledge of your professional work and should always include your present employer. Please include accurate and up to date email addresses:</i>			
Ref 1 - Name:		Ref 2 - Name:	
Job Title:		Job Title:	
Address:		Address:	
Tele No:		Tele No:	
Email Address:		Email Address:	

SECTION THREE – Details of your PRESENT Employment:			
Present Job Title:		Name of school / employer:	
Date appointed to post:		Type of school: (Primary / Secondary etc)	
Current Salary:		Address:	
Point on scale:			
Allowance(s):			
Full Time / Part Time:		Telephone number:	
Notice period required:		Email address:	
Key Responsibilities that you hold in your present post:			

SECTION FOUR – Details of PREVIOUS Employment: *Please list in chronological order, starting with your most recent positions.*

Post	School Details	Full Time / Part Time	Age Range	Subjects / Area Taught	Dates From / To

SECTION FIVE – Qualifications / Education: *Please record all your qualifications below in chronological order starting with your most recent University / FE Qualifications, then Secondary Education qualifications + grades:*

University / College / Secondary School Details	Dates	Details of qualifications achieved (FE) and examinations passed (Secondary) including grades:

SECTION SIX – Additional information about your teaching qualification:

Which age groups are you qualified to teach?	EYFS / KS1 / KS2 / KS3 /KS4 / KS5
Have you completed your compulsory probation Teaching period, if trained in the UK?	YES / NO
LEA where probation period was completed: (if applicable)	

SECTION SEVEN – In-Service Training / Courses attended: *Please give details of relevant courses that you have attended, starting with the most recent.*

Details of In-Service Training / Courses	Dates (month & year)

SECTION EIGHT – Supporting Statement:

Please prepare a supporting statement of no more than 2 sides of A4, set out as a letter, detailing why you feel you are suitable for this position and what skills and experience you could bring to The New School Rome

THIS STATEMENT MUST BE INCLUDED AND SUBMITTED AS PART OF THE APPLICATION PROCESS

SECTION NINE – Additional Information:

Exemption from the Rehabilitation of Offenders Act 1974

Teachers and adults working with children are exempt from this act and therefore we ask you to declare all convictions for the following offences
- violence, sexual, drug offences:

(please record n/a if this does not apply to you)

SECTION TEN– Declaration and signature:

I declare that all the information provided in this application is honest and truthful, to the best of my ability.

I declare that I have no previous convictions, cautions, or bind-overs, no cases outstanding, and that I am not currently disqualified or restricted from working with children, or on DFES List 99.

Applicant's signature:

Date:

CHECKLIST BEFORE YOU SUBMIT YOUR APPLICATION...

- Have you completed this application form **IN FULL**?
- Have you prepared a **supporting statement of no more than 2 sides of A4** to accompany your application?

Please send this application form and your supporting statement by email to info@newschoolrome.com
(you may also handwrite the application if you prefer and scan a copy to us)