



# APPLICATION FORM

Position applied for: .....

Preferred centre/course town: .....

Do you have accommodation here?  YES  NO

Exact dates available: .....

## PERSONAL DETAILS

Name: Mr/Mrs/Miss/Ms .....

Date of Birth: ..... Nationality: .....

Home address: ..... Tel: .....

E-mail: .....

Current address (if different from above): ..... Tel: .....

.....

Do you have the use of a car?  YES  NO

Please give details of any illness or disability which may affect your ability to work: .....

.....

Do you have a criminal record?  YES  NO

If YES, please give details: .....

(People who may be required to work with children and young people are not covered by the Rehabilitation of Offenders Act 1974, and can be required to declare all criminal convictions, spent or otherwise)

## EDUCATION/QUALIFICATIONS (please refer to note 1 before completing this section)

Date	School/College	Qualifications
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

## NOTES

1. Proof of qualifications will be required before appointment.
2. Any gaps in CVs must be explained satisfactorily.
3. All references will be followed up. References will include a specific enquiry as to whether there is any impediment to the prospective staff member being employed in a situation where he/she will have responsibility for the care of or substantial access to children. Police checks may be done on applicants prior to appointment.

TEACHING/OTHER WORK EXPERIENCE (Please refer to note 2 before completing)

Date	Employer	Job Title/Details
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SKILLS (Give details of any skills which may be relevant to student activities, e.g. sports, drama)

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FOREIGN LANGUAGES (Please indicate either conversational or fluent)

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REFEREES (Please refer to note 3 before completing this section) Give the name, address, phone/fax/email and relationship to you of two referees we can contact. One should be your last employer.

1 .....

.....

2 .....

.....

Where did you here about LSC/STS? .....

DECLARATION: I certify that the information contained in this application is correct.

Signed: ..... Date: .....

OFFICE USE ONLY

Qual       Ref       App       Info       Pay

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