**LORETO COLLEGE COLERAINE**



***Spirituality and Excellence***

**Tel: 028 70343611 APPLICATION FORM**

**Website:www.loretocollege.org.uk**  **PLEASE COMPLETE USING ARIAL FONT SIZE 11**

**DO NOT ALTER THE FORMAT OF THIS FORM**

**NO ADDITIONAL PAGES OR C.V. SHOULD BE INCLUDED**

***Teacher of Music to A-Level***

***Full-time Permanent***

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**A. PERSONAL DETAILS**

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Name in Full (Dr/Mr/Mrs/Miss/Ms) ........................................................................................................................................................

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| Home Address | Address for Correspondence |
| …………………………………………………………………..…………………………………………………………………..…………………………………………………………………..Postcode …………………... Tel. No. …………………… | ……………………………………………………………………….……………………………………………………………………….……………………………………………………………………….Postcode …………………... Tel. No. ………………………. |

Email Address ………………………………………………. Are you eligible to work in the UK? YES / NO

National Insurance Number:.............................................. Teacher’s Reference No:………..…………………………………....

Have you Qualified Teacher status from the Department of Education YES / NO

Are you registered with the General Teaching Council for NI? YES / NO GTCNI No:……………………………………...…….……

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**B. EDUCATION**

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**SCHOOLS**

Name and Address of Secondary School attended. (**With dates of attendance**)

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GCE A-Level/Post-16 qualifications (**Subjects and Grades obtained with dates**)

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GCSE (**Subjects and Grades obtained with dates**)

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Other recognised Examinations/Qualifications taken (**Grades obtained and dates**)

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**UNIVERSITY**

(a) Name and Address of University……….......................................................................................................................................

(b) Dates of Attendance ..................................................................................................................................................................

(c) Full or Part-time and Type of Course (BA / BSc etc)

 .....................................................................................................................................................................................................

(d) Degree Obtained (HONS/PASS; classification and date) ..........................................................................................................

(e) Subjects (principal and subsidiary)

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**TEACHER TRAINING**

(a) Name and Address of University

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(b) Dates of Attendance and Type of Course .................................................................................................................................

(c) Certificate or Diploma obtained and date ..........................................................................................…....................................

(d) Principal Subjects ......................................................................................................................................................................

**POSTGRADUATE OR OTHER QUALIFICATIONS** **(include institution and dates).**

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**C. FULL-TIME EMPLOYMENT OTHER THAN TEACHING (if applicable) (Give details including dates)**

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**D. PRESENT POST**

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Full Name and Address of School ..............................................................................................................……..................................

Date of Appointment ....................................... Type of School ……………..……….…………. Age Range……………………….

Current enrolment ................. No of Boys ................ No of Girls ....................

Position Held (Stating whether permanent or temporary and full-time or part-time)………………........................................................

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Main Subjects taught and to what year groups............………................................................................................................................

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**E. PREVIOUS TEACHING POSTS**

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(a) Date of successful completion of Induction/EPD (post ’97) ………………………. Probation (pre ’97)…………….…………

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| --- | --- | --- | --- | --- | --- |
| (b) | Name and Addressof School | Full orPart-time | Type and Size of School | Subjects Taughtand to what year groups | Appointment |
| From | To |
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|  |  |  |  |  |  |  |
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(c) Give details, including dates, of any Promotional Allowance you have held. State duties and Teaching Allowances attached.

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**F. GAPS IN EDUCATION/EMPLOYMENT**

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Please account for any gaps in your school/college/university/employment history.

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**G. PROFESSIONAL EXPERIENCE**

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1. What subjects are you able and willing to teach and to what level?

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(b) Give details and dates of INSET attended in the last 3 - 5 years.

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(c) Outline an extra-curricular activity that you would be willing to offer or support.

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**H. ADDITIONAL INFORMATION**

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Please indicate any other relevant information you wish to submit in support of your application.

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**I. REFEREES**

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Please give details of two persons willing to comment on your professional work. The people named should be able to comment on your suitability for this position and your suitability to work with children/young people. At least one referee should be from a present or previous employer or, in the absence of previous employment, a university tutor. Prior consent must be obtained from referees.

1. Name (and Title)........................................................................………...…………... Position ……………………………...…..

 Address.................................................................................................................... Tel No ..................................................

 ................................................................................................................................. Postcode ..............................................

 Email Address………………………………………………………………………….…

2. Name (and Title)........................................................................………...…………... Position ……………………………...…..

 Address.................................................................................................................... Tel No ..................................................

 ................................................................................................................................. Postcode ..............................................

 Email Address………………………………………………………………………….…

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**J. Have you been convicted of any criminal offence?** YES / NO

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If 'yes', please give details (include nature of offence and sentence). ……………………………………………………………………...

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**NOTE: This post is exempt from the provisions of the Rehabilitation of Offenders (Exceptions) Order 1979. You are therefore not entitled to withhold information about convictions, under the provisions of the order. Any failure to disclose such convictions could lead to disqualification or dismissal. Any information given will be used only in connection with posts to which the order applies.**

**Posts involving work in educational institutions are subject to the provisions of the Protection of Children & Vulnerable Adults (NI) Order 2003.**

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If you are related to a member of the Board of Governors, please give the name of the relative and the relationship to you. …………………………………………………………………………………………………………………………………………………………

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**K. DECLARATION**

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(a) I have read and accept the Aims of the College.

(b) I am not suffering from any Disability which would prevent me from carrying out the duties of this post.

(c) The foregoing particulars are complete and correct to the best of my knowledge and belief.

(d) I have not canvassed any member of the Board of Governors, nor sought anyone to canvass on my behalf.

(Actual) Signature of Candidate: ............................................................................................... Date:......................................

For Office Use Only

Date Recd:………………….

Time: ……………….…

This form should be returned to The Principal’s Secretary, Loreto College, Coleraine BT51 3JZ,

Email: pmckeefry465@c2kni.net to arrive not later than **Wednesday 5 March 2025 at 12 noon**.