



# WIMBLEDON COLLEGE

## application for support post

date received	
references	
interview	
decision	
informed of outcome	

title of the post for which you are applying:

This application form must be accompanied by:

1. a formal **letter of application** of no more than two sides of A4. Please use your letter to reflect on your experience to date, including CPD, and your hopes for this appointment; you must specifically state how you meet the **person specification** for this job
2. a detailed and up-to-date **curriculum vitae**
3. photocopies of your **certificates of qualification** (A Levels, degrees, PGCE)
4. a photocopy of your **passport** (the personal details page) and any visa or work permit
5. a photocopy of your current **CRB Enhanced Disclosure certificate**
6. the names and addresses of **two referees** who have indicated their willingness to write references in connection with this application and who have direct experience of your work which is relevant to this post – please note that references will be taken up before candidates are called to interview

name:	
address:	
home phone:	mobile:
email:	
date of birth:	gender: male / female
NI number:	

Are you a UK or EU citizen with the right to work in the UK? Yes / No

If no please explain (if you are resident in the UK on a visa and/or have a work permit please indicate the terms of these documents; please note that having a work permit for one employer does not automatically give you the right to transfer employment):

## academic or vocational qualifications

school, university or other institution	subject(s)	grade	date of award

## other qualifications

Please give details of any other qualifications or awards or courses you have completed which may be relevant:

## employment history

from date	to date	school / employer	post held	reason for leaving

If there are any gaps in your employment history you must indicate what you were doing in those months or years.

## salary

What is your current salary?

£

If this salary is on a Local Authority or other scale please give details of scale and point

## child protection

At interview you will be asked if you have been convicted of any criminal offence because this post involves close unsupervised access to children.

If you already have a CRB Enhanced Disclosure certificate, please give details:

date of certificate:

certificate number:

## references

Please give the details of two people who have agreed to act as referees for this application. Both referees should have close knowledge of you and your work in a role that is relevant to the post for which you are applying. Please note that we will take up references before shortlisting for interview.

name:	name:
position:	position:
address:	address:
phone:	phone:
email:	email:
Has this person agreed to provide a reference for you in connection with this job application?  Yes / No	Has this person agreed to provide a reference for you in connection with this job application?  Yes / No

signed:	date:
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**Please return this form, together with the documents listed at the top of this application form, to the Head Master, Wimbledon College, Edge Hill, London SW19 4NS.**