



# COTHILL HOUSE

THE INSPIRATIONAL BOYS' BOARDING PREP SCHOOL

## Application Form

Name: \_\_\_\_\_

Position applied for: \_\_\_\_\_

Date: \_\_\_\_\_

Your Details			
Surname		Title	
Forename		(Maiden name)	
Date of Birth		NI number	
Nationality		Passport Number: Issue date and validity:	
Full Address Including Postal Code			
Telephone	Home	Mobile	Work
E-mail			Do you have QTS?
Teachers reference no			Yes <input type="checkbox"/> No <input type="checkbox"/> Please ✓ as appropriate
Current Employment Information (Attach extra sheets if necessary)			
Current salary		Required period of notice	
Position held		Employer	
Summary of duties			
Reason for leaving			
Formal Education and Qualifications			
Name and location of School/College/University (please list most recent first)	Dates of attendance		Study/Qualification(s) gained e.g. Degree, NVQ, A Levels, GCSE. (please list the grades next to each qualification)
	From	To	

**Employment History (Attach extra sheets if necessary)**

Name of Employer and location (please list most recent first)	Dates of Employment		Position held and brief summary of duties	Reason for leaving
	From	To		

**Driver's Licence**

Do you hold a valid and current British Driver's Licence? Yes  No  Please ✓ as appropriate

If Yes, please provide a copy to the Bursar.

### Criminal Offences

Do you have any unspent convictions, cautions, reprimands or warnings? Yes  No  Please ✓ as appropriate.

If so, please give details. Please note that if you are successful in your application, an offer of employment will be conditional upon an enhanced criminal records check being obtained. Please see the statement on criminal records check detailed below.

### Referees

(Please give the names, addresses and telephone numbers of two work-related referees)

Name, Address and Postal Code	Name, Address and Postal Code
<b>A</b>	<b>B</b>
Telephone:	Telephone:
Email address	Email address
Relationship to you	Relationship to you
May we contact the above person now? Yes <input type="checkbox"/> No <input type="checkbox"/> Please ✓ as appropriate	May we contact the above person now? Yes <input type="checkbox"/> No <input type="checkbox"/> Please ✓ as appropriate

## Declaration

I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore that all convictions, cautions and bind-overs, including those regarded as 'spent' must be declared.

I have not been disqualified from working with children, am not named on the Disclosure & Barring Service Children's Barred List or the Protection of Children Act List, am not subject to any sanctions imposed by a regulatory body (eg the Teaching Agency), and either : (Please ✓ as appropriate)

I have no convictions, cautions or bind-overs or

I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked confidential.

I declare that the information given herein is to the best of my knowledge correct.

I understand that any deliberate mis-statement or concealment may disqualify me from being considered for this job, or lead to my dismissal if discovered after my engagement.

Signed\* Name: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please note: if the application is submitted electronically, you will be requested to sign the form if called for an interview.

Cothill House,  
Cothill, Abingdon,  
Oxon,  
OX13 6JL