



Job Application

The safe recruitment of staff in schools is the first step to safeguarding and promoting the welfare of the children in education. The BST is committed to safeguarding and expects all staff to share this commitment.

The school recognises the value of, and seeks to achieve, a diverse workforce which includes people from different backgrounds with different skills and abilities. The school is committed to ensuring that the recruitment and selection of all who work within the school is conducted in a manner that is systematic, efficient, effective and promotes equality and opportunity. The school will not discriminate against applicants for employment on the grounds of age, sex, sexual orientation, marital status, disability, race, colour, nationality, ethnic origin, religion or creed.

Applicants who are short listed for a position will be subject to enhanced DBS clearance (or similar depending on their nationality), identity checks, qualification checks and employment checks to include an exploration of any gaps within employment. A medical check to prove that the applicant is fit to work at a school will also be requested.

APPLICATION FORM FOR ATEACHING POST

Office use only	Received by:	Date:	Time:
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APPLICANT'S PERSONAL DETAILS

Name	Passport number and ID number if applicable	
Correspondence Address	Mobile Phone No	
	Landline No	
	E-mail Address <i>(please print clearly if completing in handwritten format)</i>	

QUALIFICATION TO TEACH

Qualification(s)	Awarding University, College or Institute	Final results received: Day/Month/Year

TEACHING COUNCIL REGISTRATION

Registration Number _____

Registered under Regulation *(please tick as appropriate):*

Primary

Secondary

Do you have QTS? Yes No

DETAILS OF ACADEMIC QUALIFICATIONS – MOST RECENT FIRST

INCLUDE UNDER-GRADUATE & POST-GRADUATE QUALIFICATIONS. PLEASE INCLUDE ANY QUALIFICATIONS IN SPECIAL EDUCATION, IF APPLICABLE. THE SUCCESSFUL CANDIDATE WILL BE ASKED TO PRESENT ORIGINAL DOCUMENTS.

Qualification & Grade	Awarding University, College or Institute	Length of Course	Final results received: Day/Month/Year

ADDITIONAL QUALIFICATIONS E.G. ICT CERTIFICATES (IF APPLICABLE)

College(s)	Qualification and Year	Modules Studied

OTHER RELEVANT, NON-ACCREDITED COURSES – MOST RECENT FIRST

TEACHING EXPERIENCE – MOST RECENT FIRST (IF NECESSARY EXPAND THE SECTION OR USE ADDITIONAL PAGES IF COMPLETING IN HANDWRITTEN FORMAT).
*IF NEWLY QUALIFIED, PLEASE GO TO NEXT PAGE

School Name & Address	Date(s) of service in the school	Position(s) held	Dates in each Position
			From: To:
			From: To:
			From: To:
			From: To:
			From: To:

POST(S) OF RESPONSIBILITY HELD (IF ANY) – MOST RECENT FIRST

School Name	Address	Position(s) held	Dates
			From: To:
			From: To:

AREAS OF SPECIAL INTEREST – CURRICULAR/OTHER

Area	Expertise/Experience/Specialism undertaken in College

OTHER RELEVANT EMPLOYMENT EXPERIENCE – MOST RECENT FIRST

Employer/Project	Position	Duties	Dates	Grade
			From: To:	
			From: To:	
			From: To:	

PLEASE INDICATE HOW YOU THINK YOUR EXPERIENCE/SKILL(S) CAN ASSIST THE SCHOOL

NOT MORE THAN 150 WORDS

PLEASE INDICATE HOW YOU THINK YOU CAN CONTRIBUTE TO THE ETHOS AND SUCCESS OF THIS SCHOOL

NOT MORE THAN 150 WORDS

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PLEASE INDICATE ANY CONVICTIONS OR CAUTIONS.

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NAMES & CONTACT DETAILS OF REFEREES*

Referee 1		Referee 2	
Name		Name	
Role		Role	
Address		Address	
Work Tel Number		Work Tel Number	
Mobile No		Mobile No	
Referee 3		Referee 4	
Name		Name	
Role		Role	
Address		Address	
Work Tel Number		Work Tel Number	
Mobile No		Mobile No	

***Please Note:**

1. Only those referees who know you in a professional capacity should be included. At least *two names should be provided one of which must be you current Head Teacher.
2. Close relatives and friends **should not** be listed as referees.
3. As it is probable that referees will have to be contacted outside of school times, it is crucial that phone numbers (preferably mobile numbers) outside of working hours, are given.
4. If the current employer (*where applicable*) is not named as a referee, the Selection Board reserves the right to seek a reference from the current employer.
5. The Selection Board in its sole discretion will determine the suitability of any reference. The Selection Board further reserves the right to seek from a candidate the names of additional referees.

I hereby declare that all the particulars furnished on this application form are true and correct to the best of my knowledge and that I am aware of the qualifications, requirements and particulars for this post, as set out in the advertisement and other relevant documentation.

I also declare that I am not barred from working with any vulnerable groups.

Signature _____

Date _____

Please email this application to info@bstenerife.com

Please complete the Data Protection form below.

CONSENTIMIENTO PROTECCION DE DATOS. FORMULARIO ENTREVISTA
CANDIDATO

PROTECCION DE DATOS: De conformidad con lo dispuesto en el Reglamento UE 2016/679, del Parlamento Europeo y del Consejo, de 27 de abril de 2016, relativo a la protección de las personas físicas en lo que respecta al tratamiento de datos personales y a la libre circulación de estos datos y por el que se deroga la Directiva 95/46/CE (Reglamento General de Protección de Datos), le informamos lo siguiente:

1. Responsable del Tratamiento: BRITISH SCHOOL OF TENERIFE.
CIF: G-38029419.
Dirección: Carretera de La Luz, S/N, 38300, La Orotava, Santa Cruz de Tenerife, España.
Teléfono: 922.345.450.
Correo electrónico: info@bstenerife.com.

Delegado de Protección de Datos: AFONSO & GONZALEZ ASESORES, S.L.; contacto a través del correo electrónico: dpd@bstenerife.com.
2. Finalidad: Hacerle partícipe en los procesos de selección que se desarrollen en BRITISH SCHOOL OF TENERIFE a la vista de los puestos vacantes o de nueva creación que se originen, la búsqueda de empleo y/o acceder a puestos de trabajo.
3. Legitimación: Su consentimiento explícito. Los datos personales, incluidos los relativos a antecedentes penales de naturaleza sexual, han sido obtenidos directamente de usted como interesado.
4. Destinatarios de Cesiones y Transferencia Internacional de Datos: No se realizan.
5. Plazos de Conservación: Los datos personales facilitados, para el caso que no fuere contratado laboralmente, se conservarán por el período de **UN AÑO**. Transcurrido dicho plazo los

datos personales se suprimirán con medidas de seguridad adecuadas para garantizar la destrucción total de los mismos.

6. Derechos: Puede ejercer los derechos de acceso, rectificación, supresión, limitación, portabilidad y oposición, dirigiéndose por escrito, acompañando fotocopia de su DNI o, de cualquier otro documento de identidad a la dirección postal o electrónica indicadas en el punto número 1. Podrá retirar su consentimiento en cualquier momento sin que ello afecte a la licitud del tratamiento previo, así como presentar una reclamación, si considera que tratamos sus datos de manera inadecuada, ante BRITISH SCHOOL OF TENERIFE o, ante la Autoridad de Control, siendo en el caso de España, la Agencia Española de Protección de Datos (AEPD), a través de su web www.aepd.es.

7. Información Adicional: BRITISH SCHOOL OF TENERIFE reconoce quedar obligado a guardar secreto profesional de toda la información que afecta a los datos y almacenarlos con la debida confidencialidad y utilizar los mismos a los únicos y concretos fines para los que le fue facilitado. BRITISH SCHOOL OF TENERIFE adoptará las medidas técnicas y organizativas apropiadas contra el acceso no autorizado o el procesamiento ilegal de datos personales y contra la pérdida o destrucción accidental de los datos personales. La información será tratada de manera confidencial, privilegiada y sólo por las personas que, como usuarios autorizados por BRITISH SCHOOL OF TENERIFE, tienen acceso a los datos personales; quedando totalmente prohibida cualquier divulgación, distribución o reproducción de la información tratada.

Al comunicarnos datos de terceros será único responsable y deberá informarles previamente del contenido de los datos facilitados, de la procedencia de los mismos, de la existencia y finalidad del tratamiento, de los destinatarios de dicha información, de la posibilidad de ejercitar los derechos previstos en los artículos 15 al 22 del Reglamento (UE) 2016/679 y de los datos identificativos de BRITISH SCHOOL OF TENERIFE. Eximiendo, en tal sentido, de responsabilidad presente o futura a BRITISH SCHOOL OF TENERIFE, ante cualquier reclamación que pudiere derivarse por el incumplimiento por usted de los extremos antes expuestos.

En, a los días del mes de de 201....

Nombre y Apellidos: _____

Documento de Identidad: _____

Fdo.: