



## SUMMER COURSE - TUTOR APPLICATION FORM

SURNAME .....

FORENAMES .....

MAIDEN NAME OR ANY NAME PREVIOUSLY KNOWN BY .....

TITLE (Mr/Mrs/Miss/Other) ..... DATE OF BIRTH .....

NATIONAL INSURANCE NO .....

HOME ADDRESS .....

.....

.....Postcode .....

TELEPHONE NUMBER .....

E MAIL ADDRESS .....

ADDRESS BETWEEN NOW AND JULY (IF DIFFERENT FROM ABOVE)

.....

.....

TELEPHONE NUMBER .....

**Do you have the right to take up employment in the UK and, if necessary, a work permit? YES / NO**

### EDUCATION

SCHOOL .....

ATTENDED FROM ..... TO .....

A LEVELS TAKEN (WITH GRADES) 1. .... 2. ....

3. .... 4. ....

5. ....

UNIVERSITY/COLLEGE .....

ATTENDED FROM ..... TO .....

DEGREE SUBJECT ..... CLASS .....

POSTGRADUATE QUALIFICATIONS / EFL QUALIFICATIONS / SPORTS COACHING QUALIFICATIONS  
(INCLUDING AWARDDING BODY)

.....

**TEACHING EXPERIENCE** .....

.....

.....

.....

.....

*Please attach a recent  
passport size  
photograph  
(vital to application)*

**The EMPLOYMENT HISTORY FORM attached must be completed in full, and any gaps in employment explained.**

**OTHER RELEVANT EXPERIENCE** (Please describe any positions in which you have had residential/leadership experience with children and young people, e.g. playgroups, scouts, guides)

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

**PRESENT POST AND RESPONSIBILITIES**

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

**ACTIVE INTERESTS** (Please state 3 specific areas where you feel you could make an active contribution to Concord College's extra-curricular programme)

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

Please indicate whether you would be willing to team teach one or more of the following subjects in the College's afternoon options programme, for which teaching material is available.

POP MUSIC	<input type="checkbox"/>	FOOTBALL	<input type="checkbox"/>	HEALTH RELATED FITNESS	<input type="checkbox"/>	ART	<input type="checkbox"/>
DANCE	<input type="checkbox"/>	DRAMA	<input type="checkbox"/>	PHOTOGRAPHY	<input type="checkbox"/>	MUSIC	<input type="checkbox"/>
ADVERTISING	<input type="checkbox"/>	COOKERY	<input type="checkbox"/>	INTERNET ENGLISH	<input type="checkbox"/>	FASHION	<input type="checkbox"/>
SPORT	<input type="checkbox"/>						

DO YOU HOLD A CURRENT DRIVING LICENCE? YES  NO  SINCE WHEN? .....

PLEASE INDICATE WHICH COURSE/COURSES YOU ARE APPLYING FOR: JULY  AUGUST

**CRIMINAL BACKGROUND CHECK:** The College takes its responsibilities for Child Protection very seriously. Please state below any criminal convictions you may have or state **NONE** if applicable.

.....

**Note:** An enhanced CRB check will be carried out before any appointment is made. Not disclosing a conviction which is later revealed by an enhanced CRB check, will result in termination of employment. A criminal record will not necessarily be a bar to obtaining a position.

**REFEREES** (Professional and relevant to this post) PLEASE PRINT CLEARLY

1. Name .....

Address .....

.....Postcode .....

E mail address .....

Telephone Number .....

Relationship to you .....

2. Name .....  
Address .....  
.....Postcode .....  
E mail address .....  
Telephone Number .....  
Relationship to you .....

Written references will be sought and verified by telephone.

**Declaration:**

I declare that the information I have given on this form is, to the best of my knowledge, true and complete. I understand that if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information, my application may be disqualified or; if I have already been appointed, I may be dismissed. I hereby give my consent to the college processing the data supplied on this application form for the purpose of recruitment and selection.

Signature: ..... Date: .....

Please complete and return this form to: LYNN JAMES  
HR ADMINISTRATOR  
CONCORD COLLEGE  
ACTON BURNELL HALL  
SHREWSBURY, SHROPSHIRE  
SY5 7PF  
  
FAX: 00 44 (0)1694 731219  
E-MAIL: Lynn.James@concordcollege.org.uk