



DIGITAL APPLICATION - GUIDANCE NOTES

Please complete all necessary fields:

If you are unable to complete any fields please add to 'Additional Notes' at the end of the application.

Once you have completed the application form:

1. Export completed form as PDF
(Please use your full name as the application name)
2. Email to info@alcentres.co.uk

If you have any problems with your application, you can contact our Allerton Road Tuition Centre on:

Telephone:

0151 203 0115

Email:

info@alcentres.co.uk

Address:

*Accelerate Learning Centres,
180 Allerton Road,
Liverpool,
Merseyside
L18 5HU*



APPLICATION FOR SUB-CONTRACT TUTORS POST

1. PERSONAL DETAILS

Surname: _____ Forename: _____

Address: _____ Date of Birth: _____

NI Number.: _____

Postcode: _____ CRB Ref & Date: _____

Telephone: _____ Email: _____

2. EDUCATION

Secondary Education (Name & Address of School)	Date From	Date To	Examinations Passed (With Grades)	Date

3. HIGHER & FURTHER EDUCATION

University / College / Organisation / Course	Date From	Date To	Examinations Passed (With Grades)	Date

4. SUBJECTS OFFERED

Please indicate the subjects and levels you are able to teach (tick all that apply):

Subject	KS1	KS2	KS3	GCSE	A-Level
Maths					
English					
11+					
Science					
Chemistry					
Physics					
Biology					

Do you have a QTS? Yes No

Number of years teaching:

5. SCHOOLS AT WHICH TEACHING PRACTICE HAS BEEN UNDERTAKEN

Please indicate last two:

Name and Address of School	Age Range of School	Number on Roll	Size of Class	Age Groups Taught	Dates

6. PREVIOUS WORK EXPERIENCE

Please give details of industrial, professional, clerical, youth work and other gainful employment after the age of 18 years excluding casual work unless with children (last two if not teaching):

Company or Establishment	Nature of Business	Position Held	FT / PT	From	To

7. LETTER OF APPLICATION OR SUPPORT STATEMENT

Please give particulars of experience and further information in support of your application (a continuation sheet may be used if necessary):

8. REFEREES

Please give the names of two persons who are able to comment on your suitability as a teacher. One should be from the college / university at which you trained or are training and the other the head teacher of the school at which you complete your most recent teaching practice or period:

Name:

Name:

Position:

Position:

Address:

Address:

Postcode

Postcode

Tel No.:

Tel No.:

9. DISCLOSURE OF CRIMINAL BACKGROUND

Due to the nature of your role, the post that you are applying for is exempt from the Rehabilitation of Offenders Act 1974. You are therefore not entitled to withhold information about convictions, warnings, cautions and reprimands that for other purposes would be regarded as spent under the provisions of the Act. Although cautions, reprimands and final warnings are not considered criminal convictions, these will be considered by us in relation to the post that you are applying for. Accelerate will use Part V of the Police Act 1997, to obtain a criminal record check for prospective employees. These checks are known as disclosures and are carried out by the Criminal Records Bureau (CRB).

a) Have you ever been convicted of a criminal offence or been given an official caution? Yes No

b) If yes, please provide full details including date of conviction / caution, court, nature of offence and sentence imposed:

c) If appointed, do you give your consent to the information supplied in a) and b) above being verified by the police? Please note that failure to consent may prevent your application from being considered further. Yes No

10. ADDITIONAL NOTES

**11. I CERTIFY THAT THE INFORMATION GIVEN ON THIS FORM IS TO THE BEST OF MY KNOWLEDGE
CORRECT AND COMPLETE**

Print Name: