

Holy Faith Secondary School, Clontarf, Dublin 3.



RETURN TO: The Secretary, BOM

APPLICATION FOR TEACHING POSITION

Type of Vacancy: Substitute RPT TWT PWT

Subject(s): _____

1. Personal:

1.1 Full Name: _____

1.2 Full Address: _____

Telephone: _____

1.5 Present Position & Where Employed: _____

2. Qualifications:

2.1 University:

(a) Degree/s (Pass/Hons): _____

University: _____ Year of Graduation: _____

Degree Subjects: _____

(b) Diploma/s (Pass/Hons): _____

University: _____ Year: _____

2.2 Other Third Level Qualifications:

Qualifications: _____ Institution: _____

Year of Entry: _____ Year of qualifying: _____

Subjects studied: _____

2.2 Other Relevant Qualifications: _____

2.3 Qualifications In Irish (With Dates): _____

2.4 Teaching council registration number _____

3. TEACHING OR OTHER RELEVANT EXPERIENCE

Dates From -To	Position	Subjects taught and level	School Or Other Institution

4. Outside Interests:

List outside activities and interests in order of importance to you and name any extra-curricular activities which you like to promote.

5. Are there any restrictions on your right to work in this country?

Yes: No:

If yes, please give details

6. Vetting

Have you been investigated by the Gardaí, Health Board, or your employer in relation to substantiated complaints made concerning your treatment of children?

Yes: No:

In the event of your being recommended for appointment to this position the Board of Management is obliged to comply with the terms of Circular 0094/2006 – New Arrangements for the Vetting of Teaching and Non-Teaching Staff. Sections 2.1 and 2.2 of Circular 0094/2006 state that vetting will apply initially to all new staff recruited with effect from 1st September 2006 or later. New staff is defined as those who have not been employed in a recognised primary or post-primary school, in a Youthreach, VTOS, Junior Education or a Traveller Training Centre in this State at any time since 1st September 2003.

7. Please Supply the Names And Addresses of Two Referees:

(One of whom should know you in a professional capacity and the other should be in a position to provide a character reference for you)

(1) Name: _____

Address: _____

_____ Telephone: _____

Profession: _____

(2) Name: _____

Address: _____

_____ Telephone: _____

Profession: _____

8. I _____ (name of applicant) certify to the Board of Management of Holy Faith Secondary School, Clontarf, that the information provided in this application is true and correct.

Signature of Applicant _____

Date _____

- ◆ The Board of Management of Holy Faith Secondary School, Clontarf, is an equal opportunities employer
- ◆ Shortlisting of candidates may take place.
- ◆ The post may not become available if a teacher is redeployed into this post by the Department of Education and Skills.
- ◆ Application form to be completed and returned no later than **Tuesday 18th June** to:
The Secretary, Board of Management,
Holy Faith Secondary School,
1, Belgrove Road,
Clontarf,
Dublin 3.

Information Leaflet:

The school thanks you for your interest in applying for a teaching position in the school. I enclose a standard application form which I would ask you to complete and return to the school before the stated closing date for applications.

This school owes a duty of care to its pupils. The school has a duty to satisfy itself that no person employed by the school poses a threat to pupils or staff. The school must therefore make certain enquiries of all applicants for employment in the school, and these enquiries will include both:

- (a) Questions to each applicant at interview (see below) and
- (b) Enquiries with previous employer(s), and the National Vetting Bureau.

The questions which you will be asked at interview and also invited to answer in writing may include the following:

- Where have you been residing during the previous five years?
- Were you ever the subject of an inquiry by Tusla/ the HSE concerning a child welfare matter?
- Were you ever the subject of a garda criminal investigation arising from a complaint of child abuse?
- Were you the subject of any allegation of criminal conduct or wrongdoing towards a minor?
- Are you aware of any material circumstance in respect of your own conduct which touched/touches on the welfare of a minor?

Please note that it is a fundamental term of your employment that you make appropriate full disclosure in respect of the questions outlined above, and a fundamental term will be included in any future contract of employment to this effect.

You should also note that if the school is satisfied, in the future, that you have made incomplete or inaccurate disclosure, you may face disciplinary action, up to and including dismissal. The school undertakes that all responses furnished by you in respect of the above questions will be treated as confidential, subject to any reporting obligations which may be imposed on the school, pursuant to "Children First" published by the Department of Health, the Child Protection Procedures for Primary and Post-Primary Schools published by the Department of Education and Skills or pursuant to any legal obligation imposed on the school to facilitate the effective investigation of crime.

Deirdre Gogarty
Principal/Secretary to Board of Management