

**INSTRUCTIONS:** Please complete **ALL** sections. If you cannot complete a section **please put n/a in the box.**

**APPLICATION FOR THE POST OF: NNEB – Nursery Nurse at the Early Years School**

SECTION ONE – Your Personal Details:			
Surname:		Title:	Mr/Mrs/Miss/Ms or other
Forename(s):		Former names (if applicable):	
Home Address:		Telephone number (home):	
		Telephone number (mobile):	
		Email address:	
Postcode:		Date of Birth:	
Country:		If you are not a European Citizen, do you require a work permit to work in the Netherlands?	YES / NO
Nationality:		DFES Number: (if applicable)	

SECTION TWO – Details of your referees: <i>These should be persons of appropriate standing with direct knowledge of your professional work and should always include your present employer. Please include accurate and up to date email addresses:</i>			
Ref 1 - Name:		Ref 2 - Name:	
Job Title:		Job Title:	
Address:		Address:	
Tele No:		Tele No:	
Email Address:		Email Address:	

SECTION THREE – Details of your PRESENT Employment:			
Present Job Title:		Name of school / employer:	
Date appointed to post:		Type of school: (Primary / Secondary etc)	
Current Salary:		Address:	
Point on scale:			
Allowance(s):			
Full Time / Part Time:		Telephone number:	
Notice period required:		Email address:	
Key Responsibilities that you hold in your present post:			

**SECTION FOUR – Details of PREVIOUS Employment:** *Please list in chronological order, starting with your most recent positions.*

Post	School Details	Full Time / Part Time	Age Range	Subjects / Area Taught	Dates From / To

**SECTION FIVE – Qualifications / Education:** *Please record all your qualifications below in chronological order starting with your most recent University / FE Qualifications, then Secondary Education qualifications + grades:*

University / College / Secondary School Details	Dates	Details of qualifications achieved (FE) and examinations passed (Secondary) including grades:

**SECTION SIX – Additional information about your teaching qualification:**

Which age groups are you qualified to teach?	EYFS / KS1 / KS2 / KS3 /KS4 / KS5
Have you completed your compulsory probation Teaching period, if trained in the UK?	YES / NO
LEA where probation period was completed: (if applicable)	

**SECTION SEVEN – In-Service Training / Courses attended:** *Please give details of all the courses (in chronological order, starting with the most recent - including the month and year) that you have attended and that have lasted at least one full day over the last two academic years.*

Details of In-Service Training / Courses	Dates (including month)

**SECTION EIGHT – Supporting Statement:**

Please prepare a supporting statement of no more than 2 sides of A4, set out as a letter, detailing why you feel you are suitable for this position and what skills and experience you could bring to the British School of Amsterdam.

**THIS STATEMENT MUST BE INCLUDED AND SUBMITTED AS PART OF THE APPLICATION PROCESS**

<b>SECTION NINE – Additional Information:</b>	
<p style="text-align: center;"><b>Special Arrangements / Facilities needed:</b></p> <p>We are proud to be an equal opportunities employer, therefore please include here any special needs or disabilities that you have that may require us to make a 'reasonable adjustment' to our school if you were successfully appointed to the post.</p> <p style="text-align: center;"><b>(please record n/a if this does not apply to you)</b></p>	
<p style="text-align: center;"><b>Exemption from the Rehabilitation of Offenders Act 1974</b></p> <p>Teachers and adults working with children are exempt from this act and therefore we ask you to declare all convictions for the following offences - violence, sexual, drug offences:</p> <p style="text-align: center;"><b>(please record n/a if this does not apply to you)</b></p>	
<p style="text-align: center;"><b>DECLARATION OF PERSONAL INTERESTS</b></p> <p>If you have family or close relationships with any existing employees or employers of the school, please record these here:</p> <p style="text-align: center;"><b>(please record n/a if this does not apply to you)</b></p>	

<b>SECTION TEN– Declaration and signature:</b>	
<p><i>I declare that all the information provided in this application is honest and truthful, to the best of my ability.</i></p> <p><i>I declare that I have no previous convictions, cautions, or bind-overs, no cases outstanding, and that I am not currently disqualified or restricted from working with children, or on DFES List 99.</i></p>	
<b>Applicant's signature:</b>	
<b>Date:</b>	

## CHECKLIST BEFORE YOU SUBMIT YOUR APPLICATION...

- Have you completed this application form **IN FULL**?
- Have you prepared a **supporting statement of no more than 2 sides of A4** to accompany your application?
- Have you read the job specification and do you agree to its terms?

**Please send this application form and your supporting statement by email to: [c.newson@britams.nl](mailto:c.newson@britams.nl)**

*(you may also hand write the application if you prefer and scan a copy to us)*

**All applications received by email will be acknowledged within 24 hours of receipt to confirm safe arrival.**

**Postal applications should be made to:**

Mrs Claudia van de Laar Newson  
**The British School of Amsterdam – Early Years School**  
 Anthonie van Dijckstraat 1  
 Amsterdam  
 The Netherlands  
 Tel: +31 20 67 97 840  
 Fax: +31 20 67 21 598  
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