

**LORETO ABBEY SECONDARY SCHOOL,
DALKEY, CO. DUBLIN.**



Phone: 01-2718900/Email: office@loretoabbeydalkey.ie

1. APPLICANT'S PERSONAL DETAILS	
Position for which you are applying:	
Name (as per Teaching Council Register):	
Correspondence Address:	
Telephone Number:	
Email Address:	
Teaching Council No. and Renewal Date:	
Qualified Subjects to Teach as per Teaching Council:	

2. EDUCATION RECORD		
2.1 2 nd Level Education Leaving Certificate Results	School: Year:	
Subject	Grade	Level
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

2.2 3rd LEVEL EDUCATION (most recent qualifications first)				
Please include under-graduate & post-graduate qualifications. Include any qualifications in Special Education/IT if applicable. The successful candidate may be asked to present original documents.				
Qualification	Grade	Awarding University, College or Institute	Length of Course	Final Results received Month/Year

2.3 DETAILS OF CONTINUOUS PROFESSIONAL DEVELOPMENT		
Please list CPD/other relevant courses you have undertaken with the most recent listed first		
Title of Course	Date	Length of Course

3. TEACHING EXPERIENCE – MOST RECENT FIRST					
School name and address	From	To	Timetabled hours per week	Subjects Taught	Level

IF NEWLY QUALIFIED, PLEASE INSERT TEACHING PRACTICE GRADES (most recent first)				
Name and address of school	Dates	Subject Taught	Levels Taught	Grade

4. NON-TEACHING EXPERIENCE				
Name and address of employer/organisation	From	To	Position held	Main duties

5. POST(S) OF RESPONSIBILITY (IF ANY) (most recent first)			
Name of School	Position Held	Permanent (P) Temporary (T) Voluntary (V)	Dates
			From: To:
			From: To:
			From: To:
			From: To:

6. AREAS OF SPECIAL INTEREST – CURRICULAR/CO-CURRICULAR/ EXTRA CURRICULAR		
Area		Interest/Experience
Curricular		
Co-curricular		
Extra-curricular		

7. PLEASE INDICATE HOW YOUR EXPERIENCE/CAPABILITY WILL ASSIST IN THIS PARTICULAR POST (not more than 200 words)

8. PLEASE INDICATE HOW YOU THINK YOU CAN CONTRIBUTE TO THE CHARACTERISTIC SPIRIT AND SUCCESS OF LORETO ABBEY. (not more than 200 words)

9.

MY APPROACH TO TEACHING
(not more than 200 words)

10.

GARDA VETTING

Have you been Garda vetted?

Yes

No

Evidence of Garda vetting: _____

In the event of you being recommended for appointment, the Board of Management is obliged to comply with the terms of Cir. 0031/2016 – Commencement of Statutory requirements for Garda vetting.

VETTING DECLARATION

If this section is not completed, your application will not be considered for processing.

10.1 Where have you been residing during the previous 5 years?

10.2 Were you ever the subject of an inquiry by Tusla/the HSE concerning a Child Welfare matter?

Yes

No

Place an X in the relevant box

10.3 Were you ever the subject of a Garda criminal investigation arising from a complaint of child abuse?

Yes

No

Place an X in the relevant box

10.4 Were you ever the subject of any allegation of criminal conduct or wrongdoing towards a minor?

Yes

No

Place an X in the relevant box

10.5 Are you aware of any material circumstance in respect of your own conduct which touched/touches on the welfare of a minor?

Yes

No

Place an X in the relevant box

Please note that it is a fundamental term of your employment that you make appropriate full disclosure in respect of the questions outlined above. You should also note that if the school is satisfied, in the future, that you have made an 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 Children and Youth Affairs, 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.

11. NAMES & CONTACT DETAILS OF REFEREES*	
1. Professional Referee (1)	
Name:	
Relationship:	
Address:	
Work Tel. No.	
Home Tel. No.	
Mobile No.	
2. Professional Referee (2)	
Name:	
Relationship:	
Address:	
Work Tel. No.	
Home Tel. No.	
Mobile No.	

*** Please note:**

- 1. Only those referees who know you in a professional capacity should be included.**
- 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 phones) 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.**

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

Signature: _____ **Date:** _____