

For Official Use Only

Date:

Time:



St. Joseph's Secondary School, Drogheda.

Phone: 041 9837232
www.droghedacbs.ie

Teaching position that you are applying for: _____

Name of Applicant: _____

Please return this form via email with the requested documents to:
appointments@droghedacbs.ie

Closing Date: 4.00pm on the date specified on the advertisement on
www.educationposts.ie. Late applications will not be accepted.

- This form must be signed.
- Copies of two written references, Garda Vetting Disclosure and Teaching Council Registration should be attached/included.
- All questions must be answered.
- The application form must be submitted in this format. Any changes to the format, question number or sequence of questions will result in the application being disqualified.
- The application form must be typed in Arial font 12.
- No letter of application or CV should accompany this form.
- Late applications will not be considered.
- Candidates may be called for more than one interview.
- The Board of Management is an equal opportunities employer.

1. Personal

1.1 Full Name:

1.2 Address:

1.3 Telephone:

1.4 Email:

1.5 Present position/employment:

2. Qualifications

2.1 Primary Degree/Diplomas

(a) Degree (Pass/Hons):

University:

Year of Graduation:

Degree Subjects:

(b) Diplomas (Pass/Hons):

University:

Year:

2.2 Post Graduate Degrees/Diplomas

Qualifications:

Institution:

Year of Entry:

Year of Graduation:

Subjects studied:

5. Teaching and Learning

5.1 Describe briefly your approach to Teaching and Learning.

5.2 In what way would you try to get pupils in your care to reach their potential?

5.3 What strategies have you found most useful in your approach to classroom management?

5.4 Outline the importance of collaborative practice with students, parents, school management and the wider school community, in your opinion.

5.5 Outline the importance of I.C.T. in your classroom?

6. Current issues in Education

6.1 What is your understanding of the School Self Evaluation (SSE) process and it's importance in schools today?

6.2 Describe ways in which you have engaged in Teacher/Peer Collaboration in your previous experience?

6.3 In your opinion, what are the most important school policies that impact your everyday work and why?

6.4 What is your opinion of the current Junior Cycle reform and how it has/will impact your subject area?

7. Extra Curricular Activities

7.1 List, with outline dates, any extra-curricular activities in which you are or have been involved (starting with the most recent):

7.2 What is the value of extra curricular activities to the student, the school and the wider community?

7.3 What significant contribution would you like to make to the extra curricular activities offered here in St. Joseph's Secondary School?

8. Personal Interests

8.1 Briefly describe your interests outside of school.

8.2 How have these interests influenced your professional life?

9. Characteristic Spirit

The Board of Management wishes to declare that all applicants are accepted on the understanding that the candidate has read and supports the school's mission and ethos as well as the ERST Charter, both outlined below:

St. Joseph's Secondary school recognises that each pupil who enrolls in our school is unique and has different gifts as well as different needs. It is our wish that our pupils will leave us with enhanced self-confidence and with life skills and attitudes which will enable them to lead lives satisfying to themselves and which may contribute to the betterment of society.

We recognise that a pupil's development is closely linked to a good self-image and so we strive to present the school's total curriculum in such a manner as to allow all to realise their full potential.

We see ourselves as working in partnership with parents to develop the gifts and to meet the needs of all. We regard our school as an educational establishment with a Christian community characterised by care and justice.

*As an Edmund Rice School, St Joseph's Secondary School seeks to promote the **five key elements** of an Edmund Rice School as espoused by the **ERST Charter**:*

- 1. Nurturing faith, Christian spirituality and Gospel-based values*
- 2. Promoting partnership in the school community*
- 3. Excelling in teaching and learning*
- 4. Creating a caring school community*
- 5. Inspiring transformational leadership.*

These elements carry the philosophy of the school and allude to the development of the full potential of the individual as central to the work of the school.

9.1 Outline briefly the ways in which have you supported the characteristic spirit of the school(s) in which you have been employed:

9.2 Outline which element of the ERST Charter that you would particularly like to promote and why:

10. Other Information

10.1 Any further additional information:

11. Personal Declaration

If this section is not completed, your application will not be presented for processing. Please place an X in the relevant box.

11.1 Were you ever the subject of an inquiry by Tusla/ the HSE concerning a child welfare matter?

Yes No

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

Yes No

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

Yes No

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

Yes No

11.5 I understand that it is essential that I have made appropriate and full disclosure in response to the questions 11.1, 11.2, 11.3 and 11.4 above.

Yes No

11.6 I have read and understand the school's Child Protection Policy, which is available for download on the school's website at <https://www.droghedacbs.ie/s/Child-Safeguarding-Statement-2018.pdf>

Yes No

In the event of an offer of employment being made to you by the Board of Management, this personal declaration will constitute a fundamental term of the contract of employment. If, at any time, it is subsequently established that you made an incomplete and/or inaccurate disclosure in this declaration, you may face disciplinary action, up to and including dismissal.

12. References

Please supply the names and contact details of two referees, at least one of whom must know you in a professional capacity and the other in a position to provide a personal reference for you. In addition, references may be sought from your present/former Principals and/or Chairpersons/Managers if not listed below.

12.1 Professional Referee

Name:

Address:

Telephone:

Email:

How do you know the above person? What is your relationship with this person?

12.2 Personal Referee

Name:

Address:

Telephone:

Email:

How do you know the above person? What is your relationship with this person?

12. Undertaking

I certify to the Board of Management that the information provided herewith is true and correct.

Signature of Applicant:

Date:

Data Protection: All personal information provided on this application form will be stored securely by the school and will be used for the purposes of the recruitment process. Application forms will be retained for a period of 12 months, and in the case of a successful candidate for the duration of his or her employment and a minimum of two years thereafter. This information will not be disclosed to any third party without your consent, except where necessary to comply with statutory requirements or to provide normal services. Internally, your information will be kept confidential and only made available as necessary. You may, at any time, make a request for access to the personal information held about you. Should you wish to make any changes, or erasures, to any information stored about you, please contact the Principal.