

Application Form for the position of:

North Wicklow Educate Together Secondary School

Dublin Road, Bray. Roll No.: 68261 L

North Wicklow Educate Together Secondary School opened in 2016 as a co-educational, learner-centred environment where equality, individuality and democracy are celebrated and nurtured. Applications are invited from teachers who have familiarised themselves with the school's ethos outlined in the Blueprint for Educate Together Second-Level Schools. Candidates will be committed to enabling students to become creative, lifelong learners through collaborative educational practices.

This is an opportunity to work as part of a community of professionals who strive for excellence, innovation, and creativity in their pedagogical approaches.

All positions will be subject to the sanction and conditions of the Department of Education & Skills and, in particular, no appointments will be made until permission has been received from the Director of Redeployment.

How to apply:

1. Please download the document and save. Complete all sections. **Add your name to the header and the position applied for in the section above.**
2. The final page of this document is for a letter of application – max. half a page long - highlighting your strengths and suitability for the position.
3. **Please do not attach CVs or other documentation with this application.**
4. Save the completed form including letter as one PDF file using your name/subject/s as the filename in the format:
 FirstNameSurname_subject/s.pdf
 e.g. JoeBloggs_maths.pdf
5. Please email your application form to recruitment@nwetss.ie

Shortlisted candidates will be invited for interview in the coming weeks.

1 PERSONAL

1.1 First Name:	
1.2 Last Name:	

1.3 Address:	
1.4 Telephone:	
1.5 Mobile:	
1.6 Email:	

1.7 Current Position:	
1.8 Place of Employment and Address:	

1.9 Have you full registration with the Teaching Council: (Type X beside Yes or No)	YES	
	NO	
1.10 Teaching Council Registration Number:		
If you have conditional registration with the teaching council, please give details of the requirements; for example, Droichead or the History of Irish Education Examination:		
Please note that the successful candidate will be paid by the Department of Education & Skills and will have to fulfil DES conditions, which include registration with the Teaching Council.		

2 QUALIFICATIONS

If you are successful in this application, you will need to provide copies of all degrees and diplomas referenced in this section.

2.1 PRIMARY DEGREES / DIPLOMAS

Degrees or Diplomas Pass/Honours	University/Address	Subjects	Year of Graduation

2.2 POST GRADUATE DEGREES / DIPLOMAS

Degrees or Diplomas Pass/Honours	University/ Address	Subjects	Year of Graduation

2.3 OTHER RELEVANT QUALIFICATIONS: For example, Special Education Diploma or Guidance qualification.

Qualification	Awarding Body	Subjects	Year of Completion

3 TEACHING AND OTHER RELEVANT EXPERIENCE

3.1 EMPLOYMENT AS A TEACHER

Start with most recent first and work backwards.

Dates (From - To)	School / Institution & Address	Position
Responsibilities:		
Dates (From - To)	School / Institution & Address	Position
Responsibilities:		
Dates (From - To)	School / Institution & Address	Position
Responsibilities:		
Dates (From - To)	School / Institution & Address	Position
Responsibilities:		
Dates (From - To)	School / Institution & Address	Position
Responsibilities:		

For questions in table format, cell size may be increased by typing in text as needed and extra rows may be added if required.

3.2 OTHER RELEVANT EXPERIENCE i.e. Business / Voluntary

Start with most recent first and work backwards.

Dates (From - To)	Position	Organisation
Responsibilities:		
Dates (From - To)	Position	Organisation
Responsibilities:		
Dates (From - To)	Position	Organisation
Responsibilities:		

4. Teaching in an Educate Together Secondary School.

4.1 Why, in particular, have you chosen to apply for a teaching position in **North Wicklow Educate Together Secondary School**? (max 300 words)

4.2 What aspects of your experience have prepared you for the role of teacher in North Wicklow Educate Together Secondary School? (max 300 words)

4.3 Describe specific examples of co-curricular or extra-curricular activities which you have organised and which you would be prepared to lead in **North Wicklow Educate Together Secondary School. (max 200 words)**

5 VETTING DECLARATION

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

5.1 Have you been investigated by either the Gardaí, the HSE or your employer in relation to substantiated complaints made concerning your treatment of children? (Type X beside Yes or No)	YES	
	NO	
5.2 Were you the subject of any allegation of criminal conduct or wrongdoing towards a minor? (Type X beside Yes or No)	YES	
	NO	
5.3 Are you aware of any material circumstances in respect of your own conduct which related/relates on the welfare of a minor? (Type X beside Yes or No)	YES	
	NO	

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

In the event of your being recommended for appointment to this position, the Board of Management is obliged to comply with the terms of current DES Circular Letters including Circular 0031/2016 ‘Commencement of Statutory Requirements for Garda Vetting’: all newly appointed teachers will be vetted by the National Vetting Bureau and the outcome of the vetting, received by the Board of Management through the Teaching Council, will be considered in the light of the school’s vetting policy. This applies in respect of appointments to teaching posts, principal and deputy principal positions where the person is not currently an employee of the school and applies irrespective of whether the individual has been previously vetted or not.

6 SCHOOL ETHOS

All applications are accepted on the understanding that the candidate has familiarised themselves with the Educate Together Blueprint, which can be found on the school’s website.

7 REFERENCES

Please supply the names and contact details of two referees, at least one of whom must know you in a professional capacity. In addition, references may be sought from your present/former employers if not listed below.

7.1 First Referee

Name:	
Address:	
Telephone/Mobile:	
Email address:	
What is your relationship with this person?	

7.2 Second Referee

Name:	
Address:	
Telephone/Mobile:	
Email address:	
What is your relationship with this person?	

8. UNDERTAKING

Signed: _____

Please insert an 'X' in the box to certify that the information you have provided is true and correct.	
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Date application completed:	
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N.B.

- The Selection Committee may be contacting the above named for references.
- The Board of Management is an equal opportunities employer.
- Short-listing of candidates may take place.
- Candidates may be called for more than one interview.

Data Protection: All personal information provided on this application form will be stored securely by Educate Together and will be used for the purpose of the recruitment process. Application forms will be retained for a period of 18 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 company 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 change, or deletions, to any information stored about you, please contact Educate Together.

9 LETTER OF APPLICATION

9.1 Write a letter of application on this page (maximum length half a page) highlighting your particular strengths and suitability for a teaching position in this school. Please include your name, address, and contact details.