



Welcome to the Teaching Position Application Form for Drogheda Educate Together Secondary School for the academic year 2024/2025.

Please note that, as a start-up Educate Together school as of August 2019, we are building a team who share the educational vision outlined in Educate Together's Blueprint for Second Level.

Before progressing, please note that, as teachers in Drogheda ETSS, we are:

- a restorative school based upon the values of Community, Excellence, Innovation and Respect our team is committed to building relationships which are characterised by professional integrity.
- using a cross-curricular and team-teaching approach whenever possible
- using a Virtual Learning Environment (MS TEAMS) both to communicate and, to store and distribute our learning materials
- committed to fostering Student Voice and whole-school community engagement
- committed to the principles of equality, social justice, democracy and sustainability

Please note this is an application for a fixed term maternity leave position which is subject to sanction by the DES.

We look forward to reading your application and thank you for your interest in our school

## What you need to know to be able to fill out this form

- This application form is an online Jotform.
- You must have JavaScript installed and enabled on your browser in order to complete the form. Information regarding JavaScript can be found here. Please note we are unable to provide technical assistance in this regard
- You must complete it in one sitting and it must be submitted online using the Submit button at the end of the form.
- This form does not allow you to save and return later. A copy of your form will be emailed back to you.
- You can go back through the pages of the form but remember to use the Back button on the form. **Do not use the Back button on your browser** as this will mean that you lose anything that you have already typed in.
- This form will allow you to cut and paste from a word document. Some questions require you to enter text into the form. It is advisable to "copy and paste" your text from a word document or similar, although it can typed directly into the form.

**You will need the following information at hand in order to complete this form:**

- Teaching Council Registration Details
- Garda Vetting Details
- Third Level Education History with dates
- Information about Recent In-service or CPD that you have attended – dates are also needed here
- Suggestions about other Subjects and Short Courses that you would be willing to teach
- Details of Posts of Responsibilities held (if applicable) including dates
- Details of previous employment – both in education and in other areas

- Names and Contact details for 2 Referees
- Question marked with an \* must be answered

**The following are some open ended questions with a word limit of 400 words that you need to have prepared for in advance of completing the form:**

- Please give a short summary of your approach to learning & teaching.
- Outline your understanding of how iPads may be utilised to enhance learning in Drogheda Educate Together Secondary School.
- Outline your approach to classroom and relationship management and how it supports quality learning & teaching.
- Describe specific examples of extra/cross-curricular activities which you would be prepared to lead in Drogheda Educate Together Secondary School.
- How would the Educate Together Ethos inform your practice as a teacher in our school?

## Teaching Job Application Form

**What position(s) are you applying for? Tick as appropriate, you may be applying for more than one role:**

- Science
- Science & Geography

### Personal details

#### Full Name \*

First Name      Last Name

#### Email Address \*

example@example.com

#### Phone Number \*

Area Code      Phone Number

#### Address

Street Address

Street Address Line 2

City

County

**Current Position \***

**Place of Employment \***

**Are you currently registered with the Teaching Council? \***

Yes

No, but I am certain that I can arrange registration quickly

No and I am not eligible

N.B. If you are not eligible, please discontinue your application.

**If 'Yes', please state your Teaching Council Number. \***

NB 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.

**Which subjects are listed on your Teaching Council registration?**

**Have you been Garda vetted through the Teaching Council? \***

Yes

No

**Qualifications**

**Please complete this qualifications summary**

Qualification Title e.g. BEd or MA	Grade Achieved e.g. 2:1	Level Achieved Honours/ Pass/Masters /PHD	Awarding Body e.g. UCD, DCU, NUIG	Year of Completion
Subject				
Qualification 1				
Subject				
Qualification 2				
Teaching				
Qualification 1				
Teaching				
Qualification 2				
Other Relevant Qualification				

**Teaching Qualifications**

**What is the highest level of Teaching degree that you hold? \***

Pass Degree (BEd)	Honours Degree (BEd)	Pass Masters (MEd)	Honours Masters (MEd)	HDipEd/PME/PD GE (Pass)
HDipEd/PME/PD GE (Hons)	PhD			

**Teaching Experience**

**Employment as a teacher to date.**

Name of School	Duration in years (Full Time Equivalent) e.g. >1 yr or 2 yrs	Subjects Taught	Levels Taught e.g. To Leaving Certificate / Mostly Junior Cycle
School 1			

School

2

School

3

School

4

School

5

School

6

**Other Subjects That You Would Be Willing to Teach (in the short term)**

Subject Name

Subject Level

Subject 1

Subject 2

Subject 3

**Short Courses That You Would Be Willing To Teach**

Short Course Title

Short Course 1

Short Course 2

Short Course 3

**Assistant Principal Role (Post of Responsibility) (if applicable)**

Title

Voluntary/ AP I/ AP II

Start date

Finish date

POR 1

POR 2

POR 3

POR 4

**Relevant In-service/CPD Course Details (start with most recent)**

Title of Course

Length of Course

Year

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

**Non-Teaching Experience**

Date	Name & Address of Employer	Position Held	Duties
1			
2			
3			
4			
5			

**4. Teaching in an Educate Together Secondary School.**

**Please give a short summary of your approach to learning and teaching.**

0/400

**Outline your understanding of how iPads may be utilised to enhance learning in Drogheda ETSS?**

0/400

**Describe specific examples of extra/cross-curricular activities which you would be prepared to lead in Drogheda ETSS.**

0/400

**Outline your approach to classroom and relationship management and how it supports quality learning and teaching.**

0/400

**How would the Educate Together Ethos inform your practice as a teacher in our school? \***

0/400

## **Vetting Declaration**

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 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. The Board of Management's policy is that all newly appointed teachers and support staff will be vetted and that the outcome of the vetting 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.

**Have you been investigated by either the Gardaí, the HSE or your employer in relation to substantiated complaints made concerning your treatment of children? \***

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

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

## 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.**

Referee 1

Referee 2

Name

Role/Position

Telephone

Email

Relationship to this person

## Undertaking

**Please note that, due to the high level of interest in teaching positions in our school, it would be impossible to reply to all applicants. Should you not be called for interview by 13th December, you**



**should consider your application to have been unsuccessful at this time. In that instance, we would like to thank you for your interest and for your application. Please indicate that you understand this arrangement. \***

I understand

**If, in the event that your application is unsuccessful, you would like us to retain your application for potential future employment opportunities, please indicate your preference below. \***

I agree (retain my application)

I disagree (please delete my application)

**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 DETSS and will be used for the purpose of the recruitment process. Application forms will be retained for a period of 4 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. Internally, your information will be kept confidential and only be viewable by the Principal and those involved in short-listing.

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 erasures, to any information stored about you, please contact DETSS.

**In order for us to contact you by email or phone, Data Protection best practice requires us to ask you for your permission to do so. Please state your \***

Yes, I give you my permission to contact me by email and/or phone

No, I do not give you permission to contact me (in which case, we can not accept your submission)