

**THE BUSHEY ACADEMY**  
**Support Staff Appointment**

**Post Applied for:**

**PLEASE COMPLETE IN BLACK TO FACILITATE PHOTOCOPYING**

You are requested to complete this form (using supplementary sheets if there is insufficient space for any entry). If you wish to submit a curriculum vitae in addition, please do so.

**PERSONAL DETAILS (block capitals please)**

Surname/Family Name	Preferred Title
First Name(s)	
Home Address	Present Address (if different)
Postcode	Postcode
Home Telephone	Home telephone
Work Telephone	email:

**EDUCATION**

Secondary School(s)	From	To	Examinations Passed	Level	Year taken
College/University	From	To	Subjects Studied	Results/Grades	

**PROFESSIONAL QUALIFICATIONS (If any)**

*Give details of qualifications gained, including College and date, plus membership of professional bodies.*


**ANY OTHER QUALIFICATIONS OBTAINED OR ATTAINMENTS (include details of courses attended)**

Course and Organising Body	Date	Qualification





**DATA PROTECTION INFORMATION**  
**In accordance with the Data Protection Act 1998**

The academy will collect and hold various information about you, for example information initially obtained on the enrolment form, emails and information collected via software and Internet use. CCTV is also in operation around the campus and images of you may be captured. All such information is collected by the academy and may be used for the following purposes:

- To ensure your health and safety
- To ensure your security and that of other staff and students at the academy premises
- In relation to attendance, Internet use and the email facility
- To supply references to third parties, e.g. potential employers and bank or building society references.

You may request to see or receive a copy of the information the academy holds about you from time to time and to have that information amended if it is not accurate or up to date.

I agree to the processing of such data for any purposes described above.

Signature of applicant

Date

**THE BUSHEY ACADEMY  
EQUAL OPPORTUNITIES MONITORING INFORMATION**

In order to help the academy in its Equal Opportunities Policy you are asked to provide the following information. This information will only be used to monitor the academy's policy. It will not affect in any way your application for the post.

In which of the following categories would you place yourself?

White UK	
White European	
White Other	
Black Caribbean	
Black African	
Black Other	
Indian	
Pakistani	
Bangladeshi	
Chinese	
Any other	

Male/ Female (please indicate)	M / F
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Do you have a disability?	Yes / No
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Do you require any special arrangements to be made if you are selected for interview?	Yes / No
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