



ST EDMUND'S SCHOOL

CANTERBURY

APPLICATION FORM

Post: Estates and Health & Safety Manager

Proposed commencement (date/term of appointment): January 2026

CANDIDATE

Title: Mr / Mrs / Ms / Dr / Other:		Surname:	
Forenames:			
Nat Ins No:		DfE No (if applicable):	
Are you currently eligible for employment in the UK:		Yes/No	
Please provide details:			
Home address:		Correspondence address, if different:	
Tel/Mob:		Tel/Mob:	
Email:		Email:	

CURRENT EMPLOYMENT

Employer:	
Post held:	
Length of service:	Date of appointment to current post:
Current salary:	Notice period:
Any other benefits (including benefits in kind):	

EDUCATION (with dates)

Secondary School:
Higher Education:

Educational Qualifications:

Subject (GCSE/A/AS Level or equivalent)	Grade	Date	Awarding Body

Diplomas/Degrees (if any):

Diploma/Degree and Institution	Class	Date

Other Professional Qualifications (if any):

Qualification	Date

EMPLOYMENT HISTORY

From	To	Name and Address of Employer	Position held	Reason for Leaving

Where appropriate please provide explanations for any periods not in employment, self-employment or further education, or training. Please continue on a separate sheet, if necessary.

OTHER PROFESSIONAL ACTIVITIES AND INTERESTS

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STATEMENT IN SUPPORT OF APPLICATION

(please give evidence which matches the qualities and experience required for the role and referenced in the Candidate Pack, in no longer than 2 sides)

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REFEREES

Please provide the names of two referees. One referee should be your current or most recent employer. Where you are not currently working with children but have done so in the past one referee must be from the employer by whom you were most recently employed in work with children.

Please note: references will be sought of all long-listed candidates and references will not be accepted from relatives

Name:		Organisation:
Address:		
Tel/Mob:		Email:

Name:		Organisation:
Address:		
Tel/Mob:		Email:

DISCIPLINARY RECORD, CONDUCT AND CHILD PROTECTION

Have you ever been subject to any disciplinary procedures relating to the safety and welfare of, or behaviour towards, children or young people, including anywhere the disciplinary sanction has expired or where the allegation was unfounded and/or no disciplinary sanctions were imposed?	Yes			No	
<i>If your answer is 'Yes', please give details:</i>					
Have you ever been convicted or found guilty of any offence, had a binding over order issued against you or been given a caution?	Yes			No	
<i>Answering 'Yes' will not necessarily be a bar to obtaining a position. If 'Yes' you are required to give details as the post for which you are applying is exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974 by virtue of the rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. All convictions, cautions and bind-overs including those regarded as "spent" must be declared. Any offer of appointment will be dependant on the completion of a satisfactory Disclosure and Barring Service (DBS) check.</i>					
Has any charge in respect of any offence been brought against you and not yet been disposed of?	Yes			No	
<i>If Yes, give details:</i>					

MEDICAL

If you are offered a post at St Edmund's School Canterbury this will be subject to a satisfactory medical self-certification or GP report.

DRIVING LICENCE

Type of licence held:	
Endorsements:	

CONTACTS

Please declare the name of any family or relationship to existing pupils, staff or governors of St Edmund's School Canterbury.

Name	Relationship

DECLARATION

I hereby confirm that the above information is true and accurate. For the purposes of compliance with the Data Protection Act 1998, I hereby give my consent to St Edmund's School Canterbury to process the data supplied in this application form for the purposes of recruitment and selection.

I am aware that the post for which I am applying is exempt from the Rehabilitation of Offenders Act 1974 and therefore that all convictions, cautions and bind-overs, including those regarded as "spent" must be declared. I have not been disqualified from working with children, I do not appear on any barred lists held by the DBS, am not subject to any sanctions imposed by a regulatory body and:

- *either (please delete one of the following * as appropriate) *I have no convictions, cautions or bind-overs,*
- *or *I have attached details of any convictions, cautions or bind-overs in a sealed envelope marked confidential.*

Any offer of appointment will be dependent on the completion of a satisfactory Enhanced Disclosure and Barring Service (DBS) check.

Signed:		Date:	
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St Edmund's School Canterbury is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, and the Disclosure and Barring Service.

All candidates shortlisted for the role will be subject to an online search as part of the school's due diligence process.

Please email your completed application, together with a covering letter to recruitment@stedmunds.org.uk.