**Application Form**

Applicant Surname (CAPITAL LETTERS): BRIDGET SCHACKMAR-GILBANE

Please return your completed application form to:

Thank you for your interest in this post.

The following information is necessary to ensure that full consideration can be given to all candidates. The information given will be treated as confidential.

Please complete the application form in black ink or type and ensure you complete all the sections. The Declaration must be signed and can be found on the reverse of this form. When submitting this form electronically you will be required to confirm the information is accurate by ticking the box in section 15.

If you have any special requirements and/or require reasonable adjustments to enable you to complete this form and/or during the recruitment process please contact the school office.

**Post Details**

Application for appointment as: SUBJECT LEADER FOR GERMAN

School: Anglo European School, Essex

Reference no. (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Closing date: 3rd February 2020

**Section 1**

**Personal Details**

Last name and title: Schackmar-Gilbane, Mrs First name(s): Bridget

Previous names: N.A. Date of birth: 05/11/1970

Home telephone no: 01375 893375 Home email address: bridgetschackmar@gmailcom

Work telephone no: 07939 062817 Work email address: bridget.schackmar@gablehall.com

Address:

New House, Victoria Road, Bulphan, Upminster, RM14 3SD

National Insurance no: JX311048A

Do you have the right to work in the UK? Yes No

**Section 2**

x

**Present Employment** (if currently employed)

Employer’s name and address (if applicable):

Gable Hall School

Southend Road, Corringham, Stanford-Le-Hope,

Essex, SS17 8JT

Nature of business: Secondary School

Current post title: Teacher of German and PSHE Date appointed: April 2015

Grade/salary range: Upper Pay Range 3 Current salary: £ 29,000

Notice required: February Half-term Allowance(s) received: Type(s) N/A.

Reason for leaving: Promotion/new challenges Value(s): £ N.A.

Please tick the box if you do not wish to be contacted at work

**Section 3**

x

**Brief outline of duties in your current or most recent job**

Teacher of German at KS3 and at KS4.

Teacher of PSHE at KS3.

Form Tutor in Year 8.

German School link Co-ordinator.

Management of German Department: I set cover for absent staff, I initiated the use of “Pearson Active Teach” for German and French, I promote and run trips to Germany and Belgium (for 40 students), I am in charge of displays, open evenings, Parents’ Option evening in Year 9, assemblies for European Day of Languages. I offer half-term/after school Intervention classes for Year 11 German GCSE groups. I liaise and co-ordinate the resources in the MFL Department with the Head of Department and other colleagues.

I monitor students’ progress.

I provide support for colleagues in preparing lessons and classroom management.

**Section 4**

**Previous Employment**

Please include all full time and part time positions. Please list the most recent first and continue on a separate sheet if necessary.

Employer Start date End date Job Title Reason for leaving

St.Edward’s Feb. May Teacher of German Consultancy contract

Church of 2019 2019 A ’Level (AQA) duration of the German

England A ’Level exam period.

Academy,

Romford

Woodlands Sep. Jul. Full-time Teacher of One year contract; Maternity

School, 2013 2014 MFL cover.

Basildon

The Appleton Sep. Aug. Full-time Teacher of One year contract.

School, 2012 2013 German, French and

Benfleet Citizenship.

St.Martin’s Sep. Nov. Part-time Teacher of Left to have my second child.

School, 2008 2009 German at KS3, 4, 5

Brentwood

Barking Abbey Sep. July Full-time Teacher of Left to have my first child.

School, 1999 2006 German at KS3, 4, 5.

Barking From 2003 as of Head

 of German and Deputy

 Head of MFL.

Chadwell Sep. Aug. Teacher of German at Left for promotion.

Heath School 1996 1999 KS3, 4, 5.

**Section 5**

**Breaks in Employment History**

If you have had any breaks in employment since leaving school, give details of these periods and your activities during these times e.g. unemployment, career break, voluntary work, training.

Start date End date Reason for break

09/2006 09/2008 Maternity leave, I want both my children to grow up

09/2009 09/2012 bilingual therefore I stayed with them in the first years of

 their lives.

09/2014 04/2015 I took time off as my mother in Germany was seriously ill

 and I travelled to Germany very frequently.

**Section 6**

**Ability to travel (if required)**

Do you have a valid driving licence? Yes No

Do you have access to a vehicle which you are able to use for work Yes No
purposes?

If not, are you able to travel, for work purposes, by another means of Yes No

transport?

**Section 7**

x

x

x

**Secondary School Education** (please list most recent first)

School(s) From To Qualification/subject Grade Dates

 obtained and awarding body

German Einstein 1981 1990 German Abitur April 1990

Grammar School,

Rheda-Wiedenbrück,

Germany English A

 German B

 R.E. B

 Maths C

**Section 8**

**Continuing Education** (University/College/Apprenticeships etc.)

Please list most recent first.

 Education Establishments From To Qualification/subject Grade Dates

 obtained and awarding

 body

University of Greenwich 1995 1996 PGCE in Secondary Education Pass June 1996

 Teaching German and Drama

King’s College, London 1993 1995 Bachelor of Arts: German and Upper June 1995

 and English Second

 1990 1993 Grundstudium: English Pass August 1993

Paderborn, Germany German and Psychology

**Section 9**

 Paderborn University,

**Professional Qualifications**

Including details of professional association membership

Do you hold Qualified Teacher Status (QTS)? Yes No

**If yes please complete the following:**

Date NQT Statutory Induction Period (if qualified since August 1999) (statutory requirement for maintained schools)

Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 10**

x

Teacher Reference Number: RP 95/80405

**Other relevant training and development activities attended**

**in the last five years**

Please list the most recent first and continue on a separate sheet if necessary.

Brief description/Course title Date Organising body

GCSE online training course 2014 to ongoing AQA

Safeguarding training 2014 to ongoing AQA

Challenge in the everyday Classroom 04/09/2017 Mike Gershon

Literacy across the Curriculum 10/10/2018 in school training

GCSE New Specification Training 02/03/2018 AQA

G&T, Equal Opportunities 13/11/2018 in school training

First Aid Training, Level 3 18/11/2018 First Aid Awards Ltd.

Autism Awareness 22/11/2018 in school training

Use of levelling to inform pupil progress 21/01/1019 in school training (continued)

progress

**Section 11**

**Information in support of this application**

Please use the person specification as a prompt to describe the experience, skills, competencies and qualifications that make you suitable for this job. These may have been gained from your work experience, any voluntary or community work or any other organisation you may have been involved with. You should ensure that any information submitted reflects your experience relating to the competencies that are detailed in the Person Specification (please continue on a separate sheet if necessary). *If you are a teacher, please provide details of any specialist teaching experience/skills you possess that may be relevant to the post.*

Please see separate file.

**Section 12**

**References**

Please give the name and addresses of your two most recent employers (if applicable). If you are unable to do this, please clearly outline who your referees are. Applicants must ensure referees consent to be contacted and for reference information to be held for a period of 6 months.

1. Name: Dr Sophina Asong 2) Name: Catharine Wensley

Address: Southend Road, Corringham, Address: London Road,

 Stanford-Le-Hope, Essex, Romford, Essex

 SS17 8JT RM7 9NX

Position: Ortu Federation Ltd Chief Executive   Position: Deputy Head at

Executive Officer at **St.Edward’s Church of Academy Ortu Gable Hall School**

Telephone number: 01375 400800 Telephone number: 01708 730462

Relationship between referee and applicant: Relationship between referee and applicant:

Professional Professional

Period of time applicant known to referee: Period of time applicant known to referee:

From February 2014 to present. March 2019 to present

Email address: sophina.asong@ortu.org Email address: CWensley@steds.org.uk

Note: (i) Referees will be contacted before interviews.

 (ii) If either of your referees know you by another name please give details.

 (iii) The school may contact other previous employers for a reference without your consent.

(iv) References will not be accepted from relatives or from people writing solely in the

 capacity of friends.

**Section 13**

**Close Personal Relationships**

Are you a relative or partner, or do you have a close personal relationship with, any employee, Trustee or Governor of the establishment to which your application is being made (or to any County Councillor or employee of Essex County Council)? If ‘yes’, please state the name(s) of the person(s) and relationship (see notes below).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Yes No

Failure to disclosure a close personal relationship as above may disqualify you.

Canvassing of Governors, Trustees, County Councillors or senior Managers of the School/Essex County Council by or on your behalf is not allowed.

**Section 14**

x

**Section 15**

Please read the following statements and information relating to your application carefully. By submitting this form and clicking on the box below you are certifying that the information you have supplied is accurate and confirming that the declarations are true to the best of your knowledge. Any false information will result in the withdrawal of any offer of employment or, in the event of employment, in disciplinary investigation by the school which may result in dismissal.

**Declaration**

I certify that the information I have supplied on this form is accurate and true to the best of my knowledge.

**Disclosure of Criminal Convictions**

Short-listed candidates will be asked to complete a Self-Disclosure Form (SD2) and, where appropriate for the role, a disclosure/status check will be sought from the Disclosure and Barring Service (DBS) in the event of a successful application.

A conviction/caution/reprimand will not necessarily be a bar to obtaining employment, save in the case of management positions where a S128 Direction issued by the Secretary of State will prohibit employment.

**Safer Recruitment and Childcare Disqualification Checks**

I certify that I am not disqualified from working with children or subject to any sanctions imposed by a regulatory body which would prohibit or restrict me from applying for this post.

Short listed candidates applying for a relevant post in a school setting covered by the Childcare (Disqualification) Regulations 2009 (“the Regulations”) will be asked to complete a Disqualification Declaration Form. A disqualified person may only be employed in a relevant post if they obtain a waiver from Ofsted. A copy of the Disqualification Declaration Form is available from the school office if you wish to review this Form prior to submitting your application.

**Data Protection**

I acknowledge that by completing this form the school will hold and process personal data (including special categories of data e.g. information about health) about me in line with their data protection policy. I acknowledge that the school will use/process this information for the duration of the recruitment process. I acknowledge this information will only be shared in line with the Privacy Notice.

xX

**Data Protection (continued)**

If I am the successful applicant I acknowledge that this information will be retained in line with the school’s retention schedule. If I am not the successful candidate I acknowledge this information will be retained by the school in a secure electronic/paper system for no longer than 6 months from the date of the appointment of the successful candidate.

All forms submitted (in paper or electronic format) will be held securely by the school in line with their data protection policy.

Thank you for applying for this post and your interest in working for this school. It is not our normal practice to acknowledge receipt of paper applications. If you submit this form electronically you will receive confirmation that the form has been received.

Name: Bridget Schackmar-Gilbane Date: 25th January 2020

Signed: B.Schackmar-Gilbane