

## **INFORMATION FOR APPLICANTS**

*Weatherhead High School is committed to the protection and safety of its students and to equal opportunities for all.*

### **Application Stage**

- A Curriculum Vitae will not be accepted.
- Letters of application will only be accepted with a completed Weatherhead High School application form.

### **Short-listing stage**

- A reference will be requested from your most recent employer or your last place of employment working with children, if this is different, irrespective of whether they have been put forward as a referee. In the case of support staff, we will respect your right to request Weatherhead High School to refrain from contact until an interview is confirmed, if indicated on your application form.
- References from friends or relatives will not be accepted.
- You must declare previous convictions (in accordance with the Disclosure and Barring Service regulations) on your application form. Declarations will not necessarily affect short-listing, but, you may be asked to expand on the detail if selected for interview.

### **Interview Stage**

In addition to questions specifically related to the post applied for:

- You will be asked child protection related questions
- In the case of Teaching posts you may be interviewed by students on the School Council.
- You will need to indicate any declarations of interest on your application form i.e. if you know an existing employee or school governor etc.