The Royal School Dungannon

Teacher of Modern Foreign Languages at KS3
Temporary (January to June 2027), part-time (2 days per week, 0.4 FTE)
Commencing 18th January (or as soon as possible thereafter)

Applicants should refer to the application pack before completing this form. Applicants must ensure that they provide sufficient information on the form to enable the selection panel to assess their eligibility for consideration in terms of the stated criteria. Failure to do so will result in the form being rejected. To facilitate photocopying, please complete in black ink or typescript. Curriculum Vitae must not be submitted.

APPLICATION FOR: **Vacancy No: MFLT26**	**ROYAL SCHOOL DUNGANNON**
Date of Application	Closing Date: **12 noon Wednesday 11th November 2026**

1. Personal Details (please complete in block capitals) Please underline the name by which you are known

Surname	Forenames
Title (Dr, Mr, Mrs, Miss, Ms)	
Address	
Email address	Postcode
Telephone No. Home:	Telephone No. Place of Work:
Telephone No. Mobile:	Teacher's Reference Number
National Insurance Number	
Have you been granted Qualified Teacher status by the Dept of Education? **Yes/No** Are you eligible to work in the UK? **Yes/No**	Are you registered with the General Teaching Council for Northern Ireland? **Yes/No** Registration / Expected Registration Date _____
The Board of Governors welcomes applications from people with disabilities. If you have a disability which requires special arrangements for interview, please specify below the assistance you require:	
Notice to terminate your present employment _____ months	

2. Secondary / Further Education

Dates Obtained	Senior Certificate / GCE ('O' Level) GCSE Subjects & Grades	Dates Obtained	'A' Level (incl. Grades)

3. University Education

Name of University	Degree Title	Dates	Full or Part-time	Degree Awarded	If Honours, state Class and Division
		1st Year	2nd Year	3rd Year	4th Year
Subjects successfully taken in each year					

4. Teacher Training

College or University	Dates	Qualification(s) Obtained
Subjects studied during training:		

5. Additional Qualifications

Please give details of Post-Primary Degrees, Diplomas, Certificates or Membership of Professional Examining Bodies.

Date of Course		Name of Awarding or Examining Body	Grade and nature of Award	Qualification
From	To			

6. In-Service or other Training Courses

Please give details of courses attended, including provider, dates and brief description of course.

7. Present Teaching Post

Name and address of school	
Type of School	Current Enrolment
Date of appointment to school (Day/Month/Year) / /	**Temporary/Permanent** (delete as appropriate)
Subject(s)/Class(es) taught since appointment	
Present Post	
Teaching Allowance **1 2 3 4 5** (select / circle where appropriate)	
Date of award of allowance	Present Salary (£)

Outline details of current duties undertaken

8. Previous Permanent Teaching Appointments, Temporary Teaching Appointments of not less than one term, or Teaching Practice placements.

Name and Address of School	**Type**	**Approx. Enrolment**	**Position Held** Teaching Allow. received	**Subjects(s) taught (with Standard)**	**Dates**	
					From	**To**

Number of completed years teaching experience claimed:

Primary _____ Post Primary (excluding F.E.) _____ Other (Specify Type) _____

9. Non-Teaching Employment (including present post if applicable)

Name and Address of Employer	Post Held and Duties Attached to Post	Salary	Dates	
			From	To

10. Gaps in Employment History

Please account below for any gaps in your employment history since leaving full time education.

11. Boarding

Boarding RSD is a Boarding School and all Staff are expected to make a contribution to the Boarding Department. Applicants should indicate below their willingness to undertake boarding duties as described or otherwise. The boarding information sheet provides further details.

a. As a Boarding Assistant within the Boarding Department.
b. As a member of day staff who contributes to the boarding duties rota.
c. None of the above

12. Relevant Additional Information

Shortlisting will be based solely upon the information provided in this application form. You are advised to use the space below to explain how you meet the **essential and desirable criteria** for the post and include any other information of relevance.

Relevant Additional Information (continued)

13. References

Please give the names and addresses of two referees able to comment upon your professional competence. At least one of the referees must be a current or previous employer who is able to comment upon your suitability to work with children/young people. References may not be sought from any member of the Board of Governors of the Royal School Dungannon. **Prior consent of referees must be obtained for this particular post.** References must not be submitted by the applicant.

Name	Position	Address	Email & Telephone No.

14. Child Protection (This post is a 'regulated position' as defined under POCVA (NI) Order 2003)

Is there any reason why you would not be suitable to work with children/young people in an educational setting?

15. Declaration by Applicant

I hereby certify and declare that:

a. I have read the documentation provided in relation to the position for which I now make application and I declare that the information supplied by me in this application is correct to the best of my knowledge and belief. I acknowledge that, if I am appointed to the position now sought, statements of material fact herein subsequently discovered to be untrue may be considered by the Board as sufficient grounds to warrant termination of my appointment on the grounds of misconduct.

b. I have not, in any manner, canvassed any member of the Board of Governors or officers of the Royal School Dungannon, nor sought for, or consented to, any manner of canvassing to be undertaken on my behalf and that, from the date hereof, I will not undertake, seek or consent to any such canvassing.

c. The information on this form is required for the purpose of processing this application. The information is covered by the provisions of the Data Protection Act 1998. I understand that my signature is authorisation for the Board of Governors to process and retain the information for the purpose stated.

d. I am not suffering from any disability, physical or legal, which would prevent the satisfactory discharge of the duties of the post for which I have applied.

e. I understand that this post is exempt from the provision of the Rehabilitation of Offenders (Northern Ireland) Order 1978.

f. In the event of my application being successful, I consent to a check being made with AccessNI to determine if there is any record of convictions, cautions or bind-overs against me.

Signature of Applicant: _____ Date: _____

The completed Application Form and Equal Opportunities Form should be returned **by 12 noon on the date at the top of this form, addressed to "The Headmaster, The Royal School Dungannon, 2 Ranfurly Road, Dungannon, Co Tyrone, BT71 6EG" and clearly marked "MFLT26"**

Application Forms received after the closing time will not be considered.

E-mail submission of Application Forms to lmartin836@c2ken.net before that date/ time will be accepted. Those successful for interview will be asked to sign a copy of their application form on the day of interview.