



Application – Self-Employed Music Tutor

Please complete the form and return this by email to Samantha.Key@calderdalemusic.co.uk			
Personal Details			
Title (select as appropriate)	Dr ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other (specify):		
Surname (s)			
First Names(s)			
Previous Surname(s)			
Address			
Post Code			
Email Address			
Telephone (mobile)			
Telephone (Home)			
Date Of Birth		Nationality	

Are you the holder of a current UK Driving Licence?	YES / NO
Type of Driving Licence?	
Do you have access to a car?	YES / NO
Where did you see this position advertised?	
Do you hold an Enhanced DBS certificate?	YES / NO
Do you have current subscription to the DBS update service?	YES / NO
Calderdale Music require all staff to have an enhanced DBS certificate on the update service. Calderdale Music can arrange a DBS check for you, for a cost of £70.	

References		
Please name two contacts below. One must be able to comment on your performance at work (usually your most recent employer) Remember to ask your referees for permission before you give their name.		
	Reference One	Reference Two
Name		
Email		
Address		
Post Code		
Telephone		
Occupation		
Relationship To You		

Present Employment			
(or last job for applicants currently unemployed)			
Job Title			
Date From (MM/YY)		Date To (MM/YY) (if applicable)	
Reason For Leaving/Looking For Other Employment		Notice Required (if applicable)	
Name Of Employer			
Address			
Post Code			
Current Salary		Grade	
Briefly Describe Your Duties			

Previous Employment					
Job Title	Main Duties	Name and Address of Employer	From (MM/YY)	To (MM/YY)	Wage/Salary

Education and Qualifications				
Name Of School/College/ University Attended	Periods Of Study Please indicate full/part time		Degrees Or Certificates Obtained	Dates Of Awards
	From (MM/YY)	To (MM/YY)	Details/Subjects/Grades	

Details Of Any Training Courses Attended In The Last 5 Years (Most Recent First)		
Course/Training Title	Details	Date

Relevant Information
Please give any other information or relevant experience that demonstrates your ability undertake this role. You may use the person specification as a guide.

Teaching Responsibilities And Instruments		
Please Indicate which instruments you can teach and to what grade.		
Instrument	Grade	Any Other Notes
Please indicate which of the following teaching responsibilities you can undertake. Classroom instrumental learning and music curriculum teaching require you to have previous experience.		
	Yes / No	
One to one, paired and small group lessons <i>Small group is up to 6 pupils. Not applicable to drums/piano</i>		
Ensembles and bands including lunchtime or after school clubs		
Workshops One of sessions or short term projects, usually with up to 30 people.		
Classroom Instrumental Learning		
Music Curriculum Teaching		
Please indicate which type of work you would be interested in:		
	Yes / No	
Regular paid work Takes place during term time. This teaching would be your own regular work.		
Temporary cover work Takes place during term time, to cover short term staff absence. This teaching would then be passed back to the regular teacher.		
One-off on the day cover sessions To cover a staff absence, similar to supply teaching. Usually just for one day or session. You would be contacted by phone in the morning on the day cover is needed to check your availability. This is likely to be for classroom instrumental learning or music curriculum teaching.		

Your Availability

Please indicate when you are available for teaching during school term time.
Please note, school teaching can start any time from 8:15am and finish at 4:00pm.
After school clubs may take place later than this.
Evening work is to 7:00pm. Saturday morning is 9:00am – 1:00pm.

	AM	PM	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			n/a
Saturday		n/a	n/a

Important Notice		
Criminal Convictions Please give details of all convictions/cautions. If none, please state "none."		
Date	Details of Offence	Sentence
As an applicant it is an offence to apply for a role that involves engaging in regulated activity relevant to children, schools and colleges if you are barred from engaging in such activity. In line with Keeping Children Safe in Education 2021 guidelines, candidates will be asked to complete a self-declaration at shortlisting stage. I declare that the information I have given on this form is complete and accurate and that I am not barred or disqualified from working with children and / or vulnerable adults nor subject to any sanctions or conditions on my employment imposed by a regulatory body or the Disclosure and Barring Service. I understand that to knowingly give false information, or to omit information, could result in the withdrawal of any offer of appointment, or my dismissal at any time in the future. GDPR (General Data Protection Regulations) apply. We will treat all information relating to your application in confidence.		
Signature		
Print Name		
Date		

Supported using public funding by



**ARTS COUNCIL
ENGLAND**



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