

CEO Application Form

Please email this completed application form along with your personal statement to:
ahe@generationsmat.com before the deadline of noon on Monday 19 January 2026

Use the grey fields to complete the form. The text fields will expand to accommodate information. Within the text fields use enter to start a new line. Use the tab key to move to the next field on the form. If you wish to include more information than can be contained in the form fields, please include it in the section titled: ADDITIONAL SPACE.

If you need assistance with this form, please email Sam White, sam.white@ascl.org.uk, of [ASCL's Leadership Appointment Service](#), who is supporting the trustees with this appointment.

This post involves working with children so the appointment will be subject to a Disclosure and Barring Service check and a background check of your online digital presence

Personal Details:			
Title:		First name(s):	
Surname:			Date of Birth:
If you have previously been known by another name(s), please specify:			
Address (inc. Postcode):			
Contact Details:	Please only include contact numbers or email addresses that you are happy for us to use.		
	Daytime Contact Number:		
	Evening Contact Number:		
	Mobile Number (if different):		
	Email Address:		

*The Trust complies with the Equality Act 2010 and does not discriminate against job applicants on the grounds of age. Date of birth and other key dates are requested of applicants for identification purposes and to verify that full education and employment history has been provided, in accordance with statutory guidance from the DfE ("Keeping Children Safe in Education").

National Insurance Number:	
Do you currently have the right to work in the UK?	YES / NO
If NO, please specify your circumstances below:	
Have you lived or worked abroad in the last 5 years?	YES / NO
If YES, please give dates and countries below:	

Employment:

Due to our commitment to Keeping Children Safe in Education, please give a full employment history, in chronological order, starting with your most recent occupation and ending with your first occupation, since leaving secondary education. Include periods of post-secondary education/training. Please record details of any gaps in employment, providing an explanation (e.g., looking for employment, travelling, or time taken out of paid employment due to childcare responsibilities etc.). Provide ensure you record start and end dates for all occupations.

Present or Most Recent Employment:			
Post title:			
Name and address of employer:			
Nature and size of organisation:			
Name of school/current employer if currently working through an agency:			
Brief description of duties and scale of responsibilities:			
Current Salary:		Contract:	
Any additional allowances – please give reason:		Reason:	
Start Date with employer:		Leaving Date:	
Date available to commence with the Trust:		Reason for leaving:	

Previous Employment:

Please list the most recent first, including all full-time and part-time positions.

Employer's Name & Address	Dates Employed From and To (Month/Year)	Position Held and brief description of scale of responsibilities	Salary	Reason for Leaving

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, raising family, voluntary work, training. If you require additional boxes, please continue at the end of this form

Date From (Month/Year)	Date To (Month/Year)	Reason

Education and Qualifications:

Starting with the most recent, please list any qualifications you have gained or are undertaking (e.g., GCSEs, A-levels, degree, NVQs, professional qualifications) along with any additional training you have undertaken, which is relevant to the post which you are applying for. If you are shortlisted for interview, you will be required to produce original certificates (or other documentary proof of qualifications) where these are specified as an essential requirement of the post.

Continuing Education (University / College / Apprenticeships)

Name of Institution	From (Month/Year)	To (Month/Year)	Qualification/subject obtained and awarding body	Grade

Secondary School Education

Name of School	From (Month/Year)	To (Month/Year)	Summary of qualifications obtained	

Professional Development:

Please give details of any courses undertaken which you have not detailed above and which you consider to be relevant to this application.

Course Title	Course Provider	Dates Attended		Award (if any)
		From (Month/Year)	To (Month/Year)	

Membership of Professional Bodies:

Please give details of any relevant professional bodies to which you belong.

Name of Professional Body	Membership Status	Date Membership Commenced

Qualified Teacher Status & Induction:

Do you hold Qualified Teacher Status (QTS)?	YES / NO	If yes, Teacher Reference No:	/
What date did you obtain your QTS?			
Have you completed a successful period of induction as a qualified teacher?	YES / NO	Are you subject to any conditions/prohibitions place on you by the TRA or the GTC?	YES / NO
If yes, please provide details:			

Supporting Statement

Please submit a personal statement of no more than **1,250 words** as a separate document, saved in **PDF format**. Please name the file using this convention: **LastName_FirstName_PersonalStatement.pdf**

The Person Specification outlines the criteria against which your application will be assessed. In your statement, provide clear and concise evidence demonstrating how you meet the experience, knowledge, skills, and attributes required for this role.

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References:

Please give details of at least two referees who can provide professional references. The first referee should be from your current and most recent employer (as detailed in the current/previous employer section of the application form). If the reference is from a school, it should be addressed to the Headteacher/Principal, so please provide their details. If the request is from an organisation, it should be your previous line manager or someone in a position of authority. The second reference should be from your second to most recent employer if you have worked for them in the last 7 years. If you have been at your current employment for over 7 years, please provide referees who know you in a professional capacity, not a friend or family member. (e.g. solicitor, accountant, trustee, teacher, child's teacher, community group leader (volunteer), sports coach, a government official, a legal adviser, religious leader etc). This cannot be from the same establishment as your first referee. If you are (or have recently been) a student, one should be a senior staff member from your place of study. Please note that for school roles we normally take up references for all shortlisted candidates and may approach previous employers before interview.

Referee 1 (Current or most recent employer)

Name:			
Position (e.g. Headteacher / previous line manager / position of authority):			
School/Organisation:			
Address:		Tel. No.	
Email Address:			
Can we contact this referee pre-interview?		Yes / No	
In what capacity do you know the referee?			

Referee 2 (Previous employer)

Name:			
Position (e.g. Headteacher / previous line manager / position of authority):			
School/Organisation:			
Address:		Tel. No.	
Email Address:			
Can we contact this referee pre-interview?		Yes / No	
In what capacity do you know the referee?			

Note:

- (i) Referees may be contacted before interviews (unless you have advised not to above).
- (ii) If either of your referees know you by another name, please give details.
- (iii) The Trust may contact other previous employers for a reference with your consent.
- (iv) References will not be accepted from relatives or from people writing solely in the capacity of friends.

Declaration of Relationships:	
Are you a relative or partner, or do you have a close personal relationship with an existing member of staff, member of the Board of Trustees and/or any member of the Local Academy Boards.	Yes / No
If YES, please provide the name(s) of the person(s) and relationship below:	

Failure to disclose a close personal relationship as above may disqualify you. Canvassing of governors or senior managers of the school by or on your behalf is not allowed.

Declaration

I certify that, to the best of my belief, the information I have provided is true and I understand that any false information will result, in the event of employment, in disciplinary investigation by the school, and is likely to result in dismissal.

Disclosure of Criminal Convictions

Short-listed candidates will be asked to complete a 'Disclosure of Criminal Convictions' form and, where appropriate, a Disclosure will be sought from the Criminal Records Bureau in the event of a successful application. A conviction will not necessarily be a bar to obtaining employment.

Safer Recruitment

I certify that I am not disqualified from working with children or subject to sanctions imposed by a regulatory body which would restrict me from applying for this post. I understand that it is an offense to apply for this role if I am barred from engaging in regulated activity relevant to children.

Data Protection Act 2018

I hereby give my consent for personal information (including recruitment monitoring data) provided as part of this application to be held on computer or other relevant filing systems and to be shared with other accredited organisations or agencies in accordance with the Data Protection Act 1998.

Online Digital Presence

I hereby give my consent for background check on my online digital presence. I understand this will be conducted by a 3rd party. The scope of such checks will include all online open-source information, including social/professional networking, blogs and media reports. More information about how these checks are carried out and how your personal data will be used can be found at [Privacy Policy - SP Index](#)

Please confirm the above statements are true by signing below.

Signed:	Date:

Thank you for applying for this post. Your interest in working with us is very much appreciated.

Generations Multi Academy Trust Talent Pool

Generations MAT HR advertise vacancies on behalf of 4 schools and its Central Team. If you are happy to be contacted about similar vacancies across the Trust, please tick this box to give your consent. You can join and opt out of the Talent Pool mailing list at any time by emailing recruitment@generationsmat.com. For more information about how we process your information, please click here to see our **privacy notice**.

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Information for candidates with a disability:

The Trust welcomes applications from all sectors of the community, including candidates with a disability. The Equality Act 2010 defines disability as “a physical or mental impairment which has a substantial and long-term adverse effect on the ability to carry out normal day-to-day activities.”

Arrangements if selected for interview

If you have a disability, please indicate whether you would need any of the following arrangements to be made if you were invited to interview:

- ☐ Interview information on audio tape
- ☐ Interview information in large print format
- ☐ Sign language or other assistance with communication at interview

Other assistance details:

- ☐ Induction Loop in interview room
- ☐ Wheelchair-accessible location for interview
- ☐ Car parking space for interview
- ☐ Facility for personal carer, assistant or another person to accompany you at interview

Other requirements — please give details:

Arrangements if appointed

Please give details below of any adjustments which would need to be made in order for you to be able to carry out the duties of the job if appointed:

