Confidential to the Principal

Application for the position of

Assistant Principal

Name:

1. Please fill in all sections of this form and attach a Curriculum Vitae.
2. Your covering letter should explain your reasons for applying for this position and address the criteria.
3. Please attach this Application Form to your covering letter and curriculum vitae, then forward to:
   The Principal Brighton Catholic Primary School
   Email: principal@brightoncps.wa.edu.au

4. All queries should be directed to the Principal, Mr James Danaher on 9562 9500
5. The Principal reserves the right to seek information from people not listed in your application, unless specifically requested not to do so.
6. Applicants will be expected to uphold the Catholic ethos of the school.
7. In accordance with regulations for employee screening it is necessary for all new staff in Catholic schools to have a Working with Children Card and a current West Australian Teacher Registration Board (TRBWA) number.

8. In applying for this position you will be providing Brighton Catholic Primary School with personal information.
9. If you provide us with personal information, for example your name and address or information contained on your resume, we will collect the information in order to assess your application. By submitting this application you agree that we may store this information for as long as necessary.
10. You may seek access to the personal information that we hold about you if you are unsuccessful for the position. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
11. We will not disclose this information to a third party without your consent.
12. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the school and why, that they can access that information if they wish, that the school does not usually disclose the information to third parties and that we may store their information for as long as necessary.
1. Name: 

(Surname) (Christian Name) (Title)

Address: 

Mobile: Email: 

2. Religion: 

Parish: 

3. TRBWA No. 

4. Working With Children Card No.: 

Copy attached: Yes No 

5. Criminal History Record Check Date Cleared: 

Copy attached: Yes No 

6. SECONDARY EDUCATION QUALIFICATIONS 

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>School</th>
<th>Year Awarded</th>
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7. OTHER EDUCATION QUALIFICATIONS 

(Attach photocopies, NOT originals of degrees certificates, results statements, etc.) 

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>Institution</th>
<th>Year Awarded</th>
<th>Full Time Study Equivalent</th>
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8. ACCREDITATION IN A CATHOLIC SCHOOL 

*Please list accreditation information.* 

Accreditation 

Accreditation
9. **EMPLOYMENT/ WORK EXPERIENCE**

*Please list all previous appointments commencing with the most recent.*

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Year of Appt.</th>
<th>No. of years in position</th>
<th>Brief List of duties</th>
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10. **REFEREES**

(Attach photocopies of testimonials or references if you wish)

**Current Principal:**
Name: 
Position: 
Address: 
Phone:  
Mobile: 

**Priest:**
Name: 
Position: 
Address: 
Phone:  
Mobile: 

**Personal:**
Name: 
Position: 
Address: 
Phone:  
Mobile: 

I certify that all the information provided is true and accurate.

Signature of Applicant: __________________________ Date: __________________________

Applications close: Thursday 5th November 2015
BRIGHTON CATHOLIC PRIMARY SCHOOL
Assistant Principal

TIMELINE

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>CEWA website</td>
<td>30 August</td>
</tr>
<tr>
<td>Brighton Catholic Primary School website</td>
<td>30 August</td>
</tr>
<tr>
<td>West Australian Newspaper</td>
<td>3 September</td>
</tr>
<tr>
<td>Applications close</td>
<td>12 September</td>
</tr>
<tr>
<td>Applicants contacted for an interview</td>
<td>16 September</td>
</tr>
<tr>
<td>Interviews</td>
<td>19 September</td>
</tr>
<tr>
<td>Interview applicants notified of outcome</td>
<td>20 September</td>
</tr>
</tbody>
</table>