



STAFF PERSONAL DETAILS

PERSONAL DETAILS:

Title: Mr/Mrs/Ms/Miss/Other: _____
(Please circle)

Given Names: _____

Surname: _____

Date of Birth: ____/____/____

Position: _____

Department: _____

Classification: _____

Teacher Registration No: _____

Ed Qld Employee Number: _____

Performed Higher Duties: YES/NO
(Please circle)

Position Performed: _____

First Aid Certificate: YES/NO
(Please circle)

Certificate date: ____/____/____

Certificate No: _____

Home Address: _____

Telephone: _____ Mobile: _____

Education Qld Email: _____

Car Rego Number: _____

Colour/Type: _____
(eg Red Holden Commodore)

MEDICAL DETAILS (e.g. allergies, current medications, etc, use of EPI PEN)

EMERGENCY CONTACT:

Name: _____

Relationship: _____

Address: _____

Telephone: _____ Mobile: _____

Work Telephone: _____

OFFICE USE ONLY

Class: _____ Room: _____ House: _____

EMPLOYMENT DETAILS:

Date of Appointment to this school: ____/____/____

Finish Date: ____/____/____
(if applicable)

Years of Service: _____

Previous School: _____

TEACHING QUALIFICATIONS

QUALIFICATION	INSTITUTION	YEAR OF COMPLETION

AREAS TRAINED FOR: (Tick)	Sighted Documents – Before allowing access to classified information DET must have some proof of the user’s identity. This table provides a list of allowable identity documents and assigns them into category A and B, with category providing greater evidence. It is recommended that the user shows at least three current and original (or certified) documents consisting of		
Preschool	<ul style="list-style-type: none"> One Category A document and One Category B document and another Category A or B document (preferably A) 		
Junior Primary			
Middle Primary			
Upper Primary			
Special	Category A ✓	Category B ✓	
Secondary	<ul style="list-style-type: none"> Australian Birth Certificate (full) <input type="checkbox"/> Australian Citizenship Certificate of Naturalisation Certificate <input type="checkbox"/> Australian Defence Force (Excluding Civilian) Photo Identity Card <input type="checkbox"/> Australian Passport (current or expired less than 2 years) <input type="checkbox"/> Australian Photo Driver Licence (current or expired less than two years) <input type="checkbox"/> Department of Immigration Certificate of Evidence of Resident Status <input type="checkbox"/> Department of Immigration Travel document (valid up to five years) <input type="checkbox"/> Foreign Passport (current or expired less than two years) <input type="checkbox"/> State Card 18+ (issued after 01/01/1992) <input type="checkbox"/> State or Federal Police Officer Photo Identity Card <input type="checkbox"/> State Transport Driver Authorisation (current or expired less than two years) <input type="checkbox"/> State Transport Rider or Driver Trainer Accreditation (current or expired less than two years) <input type="checkbox"/> 	<ul style="list-style-type: none"> Australian-issued Firearm Licence (with photo) <input type="checkbox"/> Australian-issued Security Guard/Crowd Controller Licence (with photo) <input type="checkbox"/> Dept of Veterans’ Affairs/Centrelink Pensioner Concession Card (including Health Care Cards) <input type="checkbox"/> Education Institution Student Identity Document (must include photo and signature) <input type="checkbox"/> Medicare Card <input type="checkbox"/> Plastic Financial Institution Debit/Credit Card with signature and embossed name. <input type="checkbox"/> 	
YEAR PREFERENCE:			
1.			
2.			
3.			
SPECIAL INTERESTS:			

LANGUAGE SPOKEN OTHER THAN ENGLISH:

Language: _____