

**PART C****APPLICANTS REFERENCE NO:**

Post Title

The post you have applied for is exempt from the Rehabilitation of Offenders Act 1974, because it involves access to children, older or vulnerable people. Therefore you are required to provide details of all convictions in the box below, **even if they are classified as 'spent'**. If you are successful in this recruitment process, the School/Council will then obtain a disclosure from the Disclosure and Barring Service (DBS) about you, irrespective of whether you tick Yes or No. This will be discussed with you at the time. The information gained will be used by the School/Council to check your suitability for the post. This form will not be used for shortlisting, however it will be made available to the interview panel if you are shortlisted.

**Do you have a prosecution pending, or have you ever been convicted at a court or been cautioned by the police, for any offences, including those classified as 'spent' under the Rehabilitation of Offenders Act 1974?**

Yes

☐

No

☐

(please tick)

If yes, please use the space below to provide details of pending prosecutions, convictions, cautions and bind-over orders, including approximate date, the offence, and the court or police force which dealt with the offence.

(Please continue on the reverse and/or another sheet if necessary).

I confirm that the information that I have given in this box is true, correct, complete and up to date.

**Signed:****Date:**

**Note:** Should you fail to disclose any conviction above, and the Disclosure and Barring Service (DBS) information confirms that you have any prosecution pending, or that you have been convicted at a Court, or cautioned by the Police for any criminal offence, or that there are any other matters causing the School/Council to reasonably conclude that you may be unsuitable for the post, then you will be disqualified from appointment. If already appointed, you will be subject to disciplinary proceedings and liable to dismissal without further notice.

**Note:** If you return this form via email you are indicating your intention to comply with the above declaration. You will be required to sign the declaration if you are subsequently invited to interview.