



Carers Together

A consortium of carers in Hampshire
Charity Number: 1051879

Criminal Record Checking – Rehabilitation of Offenders Form

Employment checks in respect of application for appointment involving working with children or vulnerable adults.

Details overleaf to be completed by all candidates (or volunteers) and submitted with application form.

In accordance with statutory requirements and Carers Together policy employment checks are conducted for positions involving working with children (including young people) and vulnerable adults. Information obtained through this process will be used for the protection of these groups and not to discriminate unfairly against those with convictions, which are irrelevant or unrelated to this application. This process will be conducted in accordance with Carers Together policy and the Disclosure and Barring Service Code of Practice.

It is a criminal offence to apply for a position working with children if you are excluded from such work by virtue of a court order or exclusion by the Department for Education and Skills or Department of Health. This applies to all work, paid or unpaid and under a contract or otherwise. Your signature at the end of this form will be regarded as confirmation that you are not excluded from working with children.

The position for which you are applying, with the privileged access it gives to children and/or vulnerable adults, is also an exempted occupation under the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. **This means that you must disclose spent convictions and specifically you are required to indicate whether you have convictions and/or cautions, reprimands or warnings on the reverse side of this sheet. Having a criminal record of a conviction, caution, reprimand or final warning will not automatically bar you from employment or voluntary work with Carers Together.**

We will, through the Disclosure and Barring Service, make a check to establish any criminal/caution record upon offer of appointment. Accordingly, successful applicants will be required to complete a Disclosure and Barring Service disclosure form. Appointment to the position for which you have applied will be subject to completion of a satisfactory Disclosure and Barring Service check at the following level:

Enhanced disclosure

If you have any queries concerning these requirements please contact Carers Together on Tel: 01794 519495.



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To be completed by applicants for positions working with children or vulnerable adults and returned with application form.

Name (in full) _____
(Please complete in Block Capitals)

Date of birth _____

Are you currently an employee of Carers Together?

YES NO (Please tick as appropriate)

Have you been subject to a Disclosure and Barring Service disclosure process within the last three months?

YES NO (Please tick as appropriate)

Have you been convicted at a Court or cautioned by the Police for any offence at any time?

YES NO (Please tick as appropriate)

If YES, please provide details of **spent and current** convictions(s) or caution(s) or reprimands or warnings including date(s), Court or Police who dealt with the matter (continue on a separate sheet if necessary). Failure to disclose any criminal convictions could lead either to your application being rejected or, if you are appointed, to dismissal if it is subsequently learnt that you have had any criminal convictions.

Details:

Declaration: I understand that this work is subject to a Disclosure and Barring Service disclosure process and I am aware that spent convictions will be disclosed. I hereby confirm I am not excluded from working with children and / or vulnerable adults and that the information I have given above is true.

Signature _____ Date _____



General Data Protection Regulation (GDPR) (EU) 2016/679.

Your personal data will be processed for recruitment purposes. Information will be stored electronically as part of the recruitment process. Any statistical reports will only be produced in anonymous form and your details will not be passed onto any third parties.