

As part of our duty to safeguard students, we need to check whether you are barred from working with children, or whether you have convictions that would make you unsuitable to work with children or in the role you’ve applied for.

Please complete the following form as accurately as possible.

**Note:** you are **not** required to disclose convictions or cautions that are ‘protected’, as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). If you are not sure whether one of your convictions is ‘protected’, you can [check here](https://www.gov.uk/tell-employer-or-college-about-criminal-record/check-your-conviction-caution).

If you accidentally provide information about ‘protected’ convictions or cautions, we will not take this into account.

**How we will use this information**

We will use the information in this form to:

* identify whether you may be ineligible for a role based on barring or section 128 requirements
* inform our conversations with you about any relevant details during the interview process.

We will not use this information to make decisions about job offers.

If we offer you a position, we will compare the information you have provided in this self-declaration with the information in your formal DBS check so that we only make decisions based on the most accurate information possible.

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| **Position applied for:** |  |
| **Full Name:** |  |
| **The role you have applied for is ‘regulated activity’, so is eligible for a barred list check** | |
| **Are you barred from working in ‘regulated activity’ with children (i.e. are you included on the Disclosure and Barring Service Children’s Barred List)?** | |
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| **Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974?** | |
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| **Do you have any adult cautions (simple or conditional) or spent convictions that are not ‘protected’ as defined by the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 (amended) (England and Wales) Order 2020?** | |
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| **Have you committed an offence overseas which would have resulted in disqualification if it had occurred in the UK?** | |
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| **If you have applied for a management position, are you subject to a section 128 direction?** | |
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| **Do the police or children’s social care have your name and/or information on file for any reason?** | |
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| **If you answered ‘yes’ to any of the questions above, please provide further information** | |
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| **Declaration** | | | |
| **I confirm that the information above is accurate to the best of my knowledge, and that I will make the school aware of any changes in my circumstances that may affect the answers I have provided above, or my suitability for the post.** | | | |
| **Signature:** |  | **Date:** |  |

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| **All information given on this form will be treated in strict confidence. If you are appointed, this application will form the basis of your personal file and information on this may be held on computer. We will observe strict confidentiality and disclosures will only be made for payroll, employment administration and statistical purposes.** |