

## CRIMINAL CONVICTION DECLARATION - CONFIDENTIAL

Due to the nature of the work for which you are applying, applicants are not entitled to withhold information about convictions which for other provisions of the Act and in the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary actions. Any information given will be completely confidential and will be considered in relation to any application for positions in which the order applies, and should be entered at the end of any particulars you give in support of your application. A copy of our written policies is available upon request. A criminal record will not necessarily be a bar to obtaining a position.

To be completed by ALL applicants

Please answer all of the following questions by ticking the relevant box		Yes	No
1	Have you ever been convicted of a Criminal Offence?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you instigated an Enhanced Disclosure in the last six months?	<input type="checkbox"/>	<input type="checkbox"/>
<i>With an Enhanced Disclosure, under Section 4.2 of the Rehabilitation of Offenders Act 1974 (Exemption Order), all previous cautions, warnings and convictions will always be details regardless of how long ago they occurred.</i>			
3	Do you have any spent or unspent criminal convictions?	<input type="checkbox"/>	<input type="checkbox"/>
<i>Any conviction, caution and/or reprimand will require a written statement of each and every event and how it does not affect your suitability for the role you are applying for.</i>			
4	Have you supplied additional information with this document for any spent/unspent convictions, cautions or reprimands?	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please give any additional information which you think may be relevant in support of your application on a separate page</i>			

DECLARATION	
I confirm that the information I have provided in support of this application is complete and true and understand that to knowingly make a false statement could be a criminal offence.	
FULL NAME:	
SIGNATURE:	
DATE:	