



REHABILITATION OF OFFENDERS ACT 1974 (EXCEPTIONS) ORDER 1986 FORM

Name (in full, please print)

Post applied for:

We would draw your attention to the following statement:

“Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1986. Applicants are, therefore, not entitled to withhold information about convictions and cautions which for other purposes are “spent” under provisions of the Act.”

The following questions must be answered by all applicants. You should provide details about all pending prosecutions, convictions, cautions and bind-over orders (including those which took place whilst a juvenile) and the information should include the approximate date, the offence and the court or police force which dealt with the offence.

You should be aware that the amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are ‘protected’ and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website.

If you have any doubt at all about what to include on this form you should seek advice.

This form should be returned in separate sealed envelope with your application form.

DO YOU HAVE A PROSECUTION PENDING OR HAVE YOU EVER BEEN CONVICTED AT A COURT OR CAUTIONED BY THE POLICE FOR ANY OFFENCE?

YES NO ?

IF YES, PLEASE GIVE DETAILS AND DATES IN THE SPACE BELOW:

DECLARATION

I understand that if it is found that I have withheld information or included any false or misleading information above I will be disqualified from appointment, or if already appointed, this will render me liable to dismissal without notice. I understand that the information will be kept securely by the Company.

I hereby declare that the information I have provided is accurate.

Date..... Signed.....

Full name (please print).....

