

Disclosure Form

The Learning for Life Trust is committed to safeguarding and promoting the welfare and well-being of its pupils, engages with young people and staff in policy and practice developments, proactively encourages feedback and expects all staff and volunteers to share this commitment.

Instructions

Please fill in **all sections**.

Please write in **black ink** so the form can be photocopied.

Put your **name, the job title and job reference** at the top of any additional sheets you use.

Sign and date the declaration at the pack of this form and the Recruitment Monitoring Form.

The information that you provide on this form will be handled and stored in accordance with current data protection legislation. All records from the recruitment process will be held for 12 months after which they will be destroyed, except for those of the successful candidate.

1. Post Applied For

Position Applied For:

School:

Grade/Salary:

Setting of Role:

(Fairfield Primary, Broughton Primary, Central Trust Team)

2. Disclosure of criminal convictions and rehabilitation of offenders act 1974

The appointment of any member of staff who may have contact with, or access to children or vulnerable adults will be subject to the receipt of a satisfactory disclosure from the Disclosure Barring Service. Please make the following declaration and tick the appropriate box.

Please note 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 on the criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website, and it is advised that if you do have any spent convictions or cautions on your record, you seek confirmation from this website prior to disclosing any information that need not be disclosed.

- I have nothing to declare
- I have information to declare.

If you have any information to declare, then you should provide details of this in a sealed envelope accompanying your application. This will be treated in the strictest confidence and reference will be made to it for recruitment purposes only.

Signed:

Date: