

# Self-Disclosure Form: Regulated Activity

This form should be completed by shortlisted candidates only and returned prior to interview stage.

The purpose of a self-disclosure is to give candidates the opportunity to share relevant information and allow this to be discussed and considered at interview before the DBS certificate is received. All information you provide will be treated as confidential and managed in accordance with relevant data protection legislation and guidance. You have a legal right to access information held about you.

As the role you have applied for involves [regulated activity](#), you will be required to provide a valid enhanced DBS (Disclosure and Barring Service) certificate including a check of the children's barred list, which will provide details of criminal convictions.

## PART ONE

<b>Name of candidate/person:</b>	
<b>Previous name(s):</b> <i>Please include date(s) each name was used (MM/YYYY)</i>	
<b>Address History with Postcode:</b> <i>Please include date(s) from and to (MM/YYYY) for each address</i>	
<b>Telephone/Mobile No:</b>	
<b>Date of Birth:</b>	
<b>Gender:</b>	

## PART TWO

<b>Do you have any unspent conditional cautions or convictions under the <a href="#">Rehabilitation of Offenders Act 1974</a>?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, please provide further information:</b>	
<b>Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the <a href="#">Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020</a>?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, please provide further information:</b>	
<b>Are you currently undergoing criminal investigation?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, please provide further information:</b>	

Have you ever committed any criminal offences in any other country, in line with the law as applicable in England and Wales?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Are your details included on the barred list?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Are you prohibited from teaching?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Have you ever been known to any Children's Services department or Police as being a risk or potential risk to children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Have you been the subject of any investigation by any organisation or body due to concerns about your behaviour towards children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Have you ever been the subject of disciplinary procedures or been asked to leave employment or voluntary activity due to inappropriate behaviour towards children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Are you disqualified from providing childcare under the <a href="#">Childcare Act 2006</a> and <a href="#">The Childcare (Disqualification) and Childcare (Early Years Provision Free of Charge) (Extended Entitlement) (Amendment) Regulations 2018</a>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	
Have you been the subject of any investigation by any organisation or body due to concerns about your behaviour towards children?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide further information:	

Have you ever been the subject of disciplinary procedures or been asked to leave employment or voluntary activity due to inappropriate behaviour towards children?

Yes  
 No

If yes, please provide further information:

**Confirmation of declaration** (tick box below)

- I agree that the information provided here may be processed in connection with recruitment purposes and I understand that an offer of employment may be withdrawn, or disciplinary action may be taken if information is not disclosed by me and subsequently come to the organisation's attention.
- In accordance with the organisation's procedures if required I agree to provide a valid criminal record certificate and consent to the organisation clarifying any information provided on the disclosure with the agencies providing it.
- I agree to inform the organisation within 24 hours if I am subsequently investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.
- I understand that the information contained on this form, the results of the DBS check and information supplied by third parties may be supplied by the organisation to other persons or organisations in circumstances where this is considered necessary to safeguard children.

Signature of Candidate:

Print Name:

Date:

SAMPLE