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**OVERSEAS POLICE CHECKS**

A DBS (formerly CRB) check only covers criminal records in the UK. If you are living or have lived abroad you will be required to obtain an overseas criminal record check.

Each country has its own process to provide a criminal record check usually through its police force or embassy, with those bodies liaising directly with the individual rather than the employer. Therefore it is the applicant’s responsibility to obtain such a check. In the event of there being a delay for these checks to be completed, the School will also require additional referees from the applicant’s previous employers in those countries in order to ascertain the applicant’s suitability for the post.

In order for us to ascertain whether overseas police checks will be required, please tick the option(s) below and state the country in which you are living and/or countries in which you have lived or visited (if not the UK). **If you** **have never lived abroad, please state “Not Applicable”.**

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| **Name:** |
| **Position applied for:** |

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| **A.**  **I list below the countries that I have lived in for a period of three months or more.** |

**and/or**

|  |  |  |  |
| --- | --- | --- | --- |
| **B.**  **I list below the countries that I have visited for a period of three months or more.** | | | |
| Country: | Date (from) | Date (to) | Referee information (previous employer) |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| If you have worked in a school in England in a position which brought you regularly into contact with children since returning from abroad, please give details here: | | | |
| School in UK | Date (from) | Date (to) | Further information (*job title, responsibilities etc.*) |
|  |  |  |  |
|  |  |  |  |
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| **C.**  **Not applicable. I have never lived or travelled abroad for longer than 3 months** | | | |

Please submit this form with your Application Form, Equal Opportunities Monitoring form and covering letter.

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Human Resources Manager to confirm whether overseas checks are required:

 Yes  No