**Age UK Enfield**

**Criminal Convictions Declaration**

All staff who hold jobs where they have access to vulnerable adults are required to undergo a Criminal Records Bureau check into their backgrounds, in accordance with the Rehabilitation of Offenders Act (Exemptions) (Amendment) Order 1986.

Past criminal proceedings are seldom an obstacle to taking up a post. This occurs only where the offence/s is/are deemed relevant. But honest disclosure is essential: failure to disclose any past convictions, cautions, etc, would disqualify you from holding the post.

Do you have criminal records to declare?

**YES/NO**……………

This includes sentence, bind-over, caution, discharge, probation, conviction.

Are there any current criminal proceedings against you?

**YES/NO**……………

If you have answered YES to either of these two questions, please give details below.

Any information given will be treated in complete confidence by the Appointing Manager.

Honestly disclosed previous offences are seldom an obstacle to holding a post.

**DECLARATIONS**

I declare that the information provided on this application form is true and complete to the best of my knowledge and belief.

I understand that any false or omitted information may result in dismissal or other disciplinary action if I am appointed.

Name:…………………………………………………..

Signed:………………………………………………….Date:…………………………….