

The Bradbury Centre

16-18 Kingston Road

Portsmouth

Hampshire

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**CONFIDENTIAL**

Please complete **clearly**, and return to the above address.

**Post applied for:**

**PERSONAL DETAILS**

**Name:**

**Address:**

**CRIMINAL CONVICTIONS**

Rehabilitation of Offenders Act 1974 exists to support the rehabilitation into employment of reformed offenders who have not reoffended. Following a specified period some convictions may become spent. As a result the offender is regarded as rehabilitated therefore they are not required to declare their spent cautions or convictions in a job application.

Employers and voluntary organisation are required by law to check someone’s criminal record if they apply for certain jobs or voluntary work. The job description for the role in which you are applying will indicate if the role is exempt.

Do you have any convictions, cautions, reprimands or final warnings which are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)?

YES  NO

If yes, please give details below. Please attach additional sheets if necessary.

**This information will be treated in the strictest confidence. The declaration of a criminal record will not necessarily prevent you from being offered a role at Age UK Portsmouth.**

**Signature:**  **Date**:

Please return this form to Age UK Portsmouth, The Bradbury Centre, 16-18 Kingston Road, Portsmouth, PO1 5RZ or reception@ageukportsmouth.org.uk