

## Self-declaration form – short listed candidates

The role you are applying for is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask you to declare all convictions and cautions (including those which would normally be considered ‘spent’) in order to assess your suitability to work with children. As you have been successful in being shortlisted for this role, you are now required to provide information about your suitability to work with children by completing this self-declaration form. The form will require you to provide details of all spent and unspent convictions and cautions. However, you will not have to disclose a caution or conviction for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.

**Please answer the following questions, and provide further information where relevant.**

|   |          |                                 |
|---|----------|---------------------------------|
| Your name:<br><b>Sample – please do not complete</b>  |          | Date:                           |
| Position applied for: <b>Head – Colfe’s School</b>  |          |                                 |
|   |          | Further details where relevant: |
| Do you have any criminal history?<br><br>This includes prosecutions, cautions and convictions (spent and unspent) for any criminal offence, in the UK or overseas.<br><br>You are not required to disclose a spent caution or conviction for an offence committed in the UK which is protected under the DBS filtering rules. | Yes / No |                                 |
| Is there any court action pending against you?  | Yes / No |                                 |
| Are you currently included on the barred list?  | Yes / No |                                 |

|   |                 |  |
|---|-----------------|--|
| <p>Are you currently prohibited from teaching?</p>  | <p>Yes / No</p> |  |
| <p>Are you, or have you ever been the subject of a sanction, restriction or prohibition issued by the Teaching Regulation Agency, any predecessor or equivalent body in England or a regulator of the teaching profession in any other country?</p>   | <p>Yes / No</p> |  |
| <p>Have you ever been the subject of a referral to the Teaching Regulation Agency, any predecessor or equivalent body in England or a regulator of the teaching profession in any other county?</p>   | <p>Yes / No</p> |  |
| <p>Are you currently prohibited from taking part in the management of an independent school?</p>  | <p>Yes / No</p> |  |
| <p>Have you ever been the subject of a referral to the Department for Education or any predecessor body so that consideration could be given to imposing any direction or restriction to prohibit you from teaching, working regularly with children or from being involved in the management of an independent school?</p> | <p>Yes / No</p> |  |
| <p>Are you known to the police and children's social care?</p>  | <p>Yes / No</p> |  |

|  |          |  |
|--|----------|--|
| Have you been disqualified from providing childcare?<br><br>(see paras 245-248 of the Keeping children safe in Education 2023 <a href="#">guidance</a> ) | Yes / No |  |
| Do you need to disclose any relevant information relating to time spent overseas?  | Yes / No |  |

**Once you have completed this form, please follow these instructions:**

1. Return the completed form electronically to RSAcademics as soon as possible
2. Print the completed form and take it with you to the school on your final day of interview
3. Sign below in front of a member of staff.

**Form to be signed in the presence of a member of staff at the School:**

I confirm that the information I have given on this form and in any attachments is true and correct to the best of my knowledge. I understand that providing false information could result in my application being rejected or (if the false information comes to light after my appointment) summary dismissal and may amount to a criminal offence.

|            |       |
|------------|-------|
| Signature: |       |
| Your name: | Date: |

For information about how RSAcademics processes the information in this form, please see our [privacy notice](#).