Declaration of Suitability

Only to be used by applicants to roles not eligible for an Enhanced Disclosure check.

N.B. This declaration can be used in all four nations of the United Kingdom.

There are certain roles in a variety of settings working with vulnerable groups where an Enhanced Disclosure Check is not possible, but it might be desirable/necessary for the person to support the expectations of the church/organisation. This document can be processed by the Lead Recruiter for anyone undertaking a Basic Disclosure Check. Whilst not mandatory, there are some roles in a church/organisation where it is important to know that the person who has a level of responsibility and/or is regarded as being in a position of trust is suitable and supports the expectations of the organisation in relation to safe conduct.

This form needs to be used with care and should not be used as a 'phishing' exercise.

If the applicant is eligible for an Enhanced Disclosure Check, this form must not be used. Please speak to your Lead recruiter/Safeguarding Coordinator for clarification.

STRICTLY CONFIDENTIAL

As an organisation, we undertake to meet the requirements of the General Data Protection Regulations which became effective on May 25th 2018, and all other relevant legislation, and comply with the expectations of the Information Commissioners Office relating to the privacy and management of data about individuals.

You are asked to complete this form, and return it, **to the Lead Recruiter detailed below, in a separate sealed envelope**

To: _____
(Name of Recruiter/responsible person in place of worship/organisation requesting the Basic Disclosure Check)

Address: _____

_____

Position/Role applied for:
_____

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The expectations of this role are that you; have no relevant unspent convictions, are not currently the subject of any criminal investigation or pending prosecution, and that there is no cause for concern regarding your conduct with children, young people or adults at risk in the context in the role for which you are applying.

It is also expected that if you become the subject of a criminal investigation, or a social services investigation, you will inform the relevant person in the organisation. You should also be in agreement with any Code of Conduct applied to your role and agree to abide by it. If you have any concerns regarding your suitability for the post that you have applied for, you should discuss this with an appropriate person and NOT sign this form

Declaration

I (full name), _____

of (address) _____

_____

Understand the expectations of this church/organisation (as detailed above), agree to uphold them and will inform the relevant person if this situation changes.

Signed: _____ Date: _____

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