

Self-disclosure form for applicants for posts involving contact with children

Christchurch Sailing Club is committed to safeguarding children from physical, sexual and emotional harm. As part of our Safeguarding Policy, we require applicants for posts involving contact with children to complete this self-disclosure form. If your role will involve regular or frequent contact with or responsibility for children you may also be required to provide a valid Enhanced Criminal Records Disclosure, with Barred List check if relevant. Having a criminal record will not necessarily bar you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.

All information will be treated as confidential and managed in accordance with our Data Privacy Policy and current Data protection legislation and guidance.

Full Name

- 3. Have you ever been known to any Children Services Department as being an actual or potential risk to children?** YES NO

If yes, please supply details of any criminal convictions.

- 4. Have you ever had any disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children?** YES NO

If yes, please supply details.

Declaration

I declare that to the best of my knowledge the information given above is correct and understand that any misleading statements or deliberate omission may be sufficient grounds for disciplinary action and/or the withdrawal of my appointment.

If required I agree to provide a valid Criminal Records Disclosure

I agree to inform the Club within 24 hours if I am investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.

I understand that the information contained in this form and in the Disclosure, or supplied by third parties, may be shared with other persons or organisations in circumstances where this is considered necessary to safeguard children.

Signed: Date:

Note: if the applicant is aged under 18, this form should be counter-signed by a parent or guardian

REFERENCES

Please give names and addresses of two persons to whom application for a reference may be made. At least one should have first-hand knowledge of your previous work with children. References from relatives will not be accepted.

Name, address and email or phone number	CAPACITY IN WHICH KNOWN TO YOU
Name:	
Address:	
Phone number:	
Email:	
Name:	
Address:	
Phone number:	
Email:	

DECLARATION

Data Protection

In order to fill this position CSC will process personal information given in connection with this form within the terms of current data protection legislation and CSC Data Privacy Policy. Information received will form part of personnel records. No other use will be made of it and it will be disposed of within the terms of the policy.

Consent

I consent to the processing of personal information in the way described.

Declaration

I declare that to the best of my knowledge the information given on this form is correct and understand that misleading statements or deliberate omission may be sufficient grounds for cancelling any appointment arising from this application.

Signature:

Date: