

**DECLARATION OF CRIMINAL BACKGROUND
INFORMATION**

Please complete this form if you are attending for interview. It should be placed in an envelope marked "Private and Confidential", addressed to the Interview Panel with your name clearly stated on the front and brought to the interview.

Please read the guidelines for Application for Employment before completing this form. The information you provide will remain confidential

Name

Post applied for

Please give details, including date, offence and, where appropriate, sentence of any unspent criminal convictions below.

If none, please write 'NONE'.

I have read the '**Additional Guidelines for Applicants for Applicants for Posts which involve Working with Children, Young People and/or Vulnerable Adults**' and understand that if my application is successful I will be subject to a higher level Disclosure check.

Signed Date

If you wish to discuss the information you have given above at your interview, please ensure that you mention this to the interviewer.

**DECLARATION OF CRIMINAL BACKGROUND
INFORMATION**

You must complete this form if you

- ***are applying for a YMCA post which will bring you into contact with children, young people and/or vulnerable adults***

AND

- ***are attending for interview.***

Please read the guidelines for 'Additional Guidelines for Applicants for Posts which involve Working with Children, Young People and/or Vulnerable Adults' before completing this form.

The completed form should be placed in an envelope marked Private and Confidential, addressed to the Interview Panel with your name clearly stated on the front and brought with you to the interview together with forms of official identification. Ideally we require one form of photographic evidence [e.g. a passport or the new form of driving licence] and two addressed items such as a recent utility bill, recent bank statement or current Council Tax bill. If you have difficulty in providing such means of identification please contact us for further guidance.

The information you provide will remain confidential

Name

Post applied for

Please give details, including date, offence and where appropriate sentence of **all** criminal convictions, cautions, reprimands and final warnings [spent and unspent] below

If none, please write 'NONE'.

I have read the '**Additional Guidelines for Applicants for Applicants for Posts which involve Working with Children, Young People and/or Vulnerable Adults**' and understand that if my application is successful I will apply for a higher level Disclosure.

Signed Date

If you wish to discuss the information you have given above at your interview, please ensure that you mention this to the interviewer.