

REQUEST FOR CHECK IN RESPECT OF APPLICATION FOR APPOINTMENT

A. To be completed by applicant in BLOCK CAPITALS

I have made an application to the Parish of St Saviour and have read and understood the statement of policy overleaf which states that this application is subject to a Police record check.

I am aware that all convictions / sanctions will be disclosed, including any which are "Spent" under the provisions of the Rehabilitation of Offenders (Jersey) Law, 2001.

Surname All Forenames

Maiden Name Any Previous Surnames

Date of Birth Place of Birth

Sex: Male / Female Nationality

Present Address

Contact Telephone Number

Previous addresses in last five years	Date from:	and to:
.....
.....

I have the following Court conviction(s), Police caution(s), Parish Hall attendance(s) and/or prosecution(s) pending. If none, state "NONE".

.....
.....

I hereby declare that the information I have given is true and I give my consent for the States of Jersey Police to disclose all criminal record information in relation to this application. I am aware that the position I am applying for is exempt from the provisions of the Rehabilitation of Offenders (Jersey) Law, 2001 and understand that all convictions / sanctions held locally and on the Police National Computer, including spent convictions and details of any other factual non-conviction information that may be relevant to this application, will be disclosed by the Police.

Signature Date

B. To be completed by the Nominated Officer in the Parish of St. Saviour

Post / reason for application

I confirm that: * The person identified satisfies the conditions for requesting a Police check.

* The person identified above is to be appointed to a post which would not normally justify a Police check. However, this post meets the criteria because

.....

*Delete paragraph as appropriate

Signed / Position Date

To whom it may concern,

POLICE RECORD CHECK

Due to the nature of the position you have applied for you are required to declare any convictions you may have and any cautions or bind-overs including any as a result of Honorary Police / Parish Hall Enquiries, or pending prosecutions. Please note that the U.K. Rehabilitation of Offenders Act, 1974 does not apply. The information you give will be treated in confidence.

The Organisation has been permitted to check with the Police for the existence and content of any criminal record of a successful applicant. Information received from the Police will be kept in strict confidence and will be destroyed immediately the selection process is completed.

The disclosure of a criminal record, or other information, will not debar you from appointment unless the Selection Panel considers that the conviction renders you unsuitable for appointment. In making this decision the Organisation will consider the nature of the offence, how long ago and your age when it was committed, as well as any other factors that might be relevant.

Failure to declare a conviction, caution or bind-over may disqualify you from appointment, or result in a summary dismissal when the discrepancy comes to light.

If you would like to discuss the contents of this letter, or your application, please contact **B. Buesnel** on telephone number **735864** in confidence, for advice.

FOR OFFICE USE ONLY

No trace on details supplied.

The subject overleaf appears identical with the person whose criminal record is attached.

..... Signed

..... Date