To ensure you are the right fit for the role for which you have applied we ask you to disclose any unspent convictions on the form below. You are not required to disclose any convictions which are considered ‘spent’ under the Rehabilitation of Offenders Act. You can work out whether your conviction is spent, and if it is spent if it is protected, by looking at this information: <https://www.mygov.scot/scotland-works-for-you> (the guidance for individuals starts at page 38), or you can seek assistance from Citizens Advice Scotland or from a solicitor.

If you have ever been convicted of an offence for which a sentence of more than two and a half years was imposed (regardless of the amount of time you spent in prison), this conviction can never be ‘spent’.

Having a criminal record will not automatically exclude you from volunteering. Each case will be considered on its merits and in relation to the volunteer role. The circumstances of the offence will always be considered so please give as much information as possible.

As with all your details, this information is treated in strictest confidence.

**Do you have any unspent convictions? Yes 🞏 No 🞏**

If yes, please provide more details below (please add another sheet if required):

|  |  |
| --- | --- |
| **Unspent Conviction 1** |  |
| **Date convicted** |  |
| **Penalty** |  |

|  |  |
| --- | --- |
| **Unspent Conviction 2** |  |
| **Date convicted** |  |
| **Penalty** |  |

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name (printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please return this form to: nikki@workingrite.co.uk*