



# DISCLOSURE FORM FOR ALL SCHOOL VOLUNTEERS & GOVERNORS

This position involves working in a school (i.e. "a specified place") and as such requires an enhanced Disclosure & Barring Service (DBS) check but does not meet the criteria for a check against the barred lists for children/adults. As a result, in order for a volunteer to commence duties prior to receipt of their DBS Disclosure, you must complete this form, disclosing any cautions, warnings, reprimands or convictions you have **that will not be filtered out under the new DBS filtering arrangements**. Information and guidance about filtering cautions, convictions, reprimands and warnings can be found on the nacro website [here](#).

Please note that this disclosure may not necessarily prevent you from taking up the position. The nature of the offence, how long ago it took place, your age at the time and any other relevant factors may be considered when a decision is made.

Trust and honesty is also a vital part of the decision making process and so it is important to fully disclose anything **prior** to your appointment.

*\* Regular is defined as being once a week or more in a 30 day period; 4 days or more in a 30 day period or overnight. However, due to the nature and position of school governor's, this frequency test should not be applied to school governors, and it is the policy within Croydon that all school governors will be DBS checked and therefore must be asked to complete this form prior to the DBS check .*

\*\*\*\*\*

Name: .....

Position: ..... Class Assigned: .....

Please tick ( ✓ ) to indicate if you have any of the following:

Convictions

Cautions

Reprimands

Warnings

**OR** I confirm I have no convictions, cautions, warnings or reprimands

Please give details of any convictions, cautions, warnings and reprimands that will not be filtered out under the new DBS filtering arrangements overleaf, specifying the date, nature of offence, sentence or disposal. Continue on a separate sheet if necessary.

.....  
.....

Have you ever been subject to any sort of investigation by an employer and / or the police?

Yes

No

If you have answered "yes" to this question, please give details below. Continue on a separate sheet if necessary.

.....  
.....  
.....

I confirm that the information that I have provided is complete and true.

Signed.....

Name (print).....

Date.....

Number of additional sheets attached