



As a shortlisted candidate, Marymount London requires that this completed form be returned to [hr@marymountlondon.com](mailto:hr@marymountlondon.com) at least one day prior to the interview. The School reserves the right to withdraw the interview offer should this deadline not be met.

Position Sought: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Surname: \_\_\_\_\_ Forename(s): \_\_\_\_\_

Previously used name(s) (if any): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ National Insurance No.: \_\_\_\_\_

Teacher Reference No: \_\_\_\_\_

Date of recognition as qualified teacher, QTS (if applicable): \_\_\_\_\_

**Marymount London is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. As part of the application process, pre-employment checks will be carried out, references will be sought, and successful candidates will be subject to an enhanced DBS check as well as other relevant checks with statutory bodies.**

The School complies with the Disclosure and Barring Service (DBS) Code of Practice and has a written policy on the recruitment of ex-offenders; both documents are available upon request. A shortlisted candidate is required to declare any relevant convictions, cautions, court orders, reprimands, warnings, or other matters which may affect his/her suitability to work with children. As a result of amendments made in 2013 to the Rehabilitation of Offenders Act 1974 (exceptions order 1975), some minor offences are now protected and should not be disclosed to potential employers as these cannot be taken into account. Before answering the questions below, please read the information [here](#) and refer to the DBS website for more information on filtering and protecting offences.

1. Do you have any unspent cautions, convictions, bind-overs or warnings? Yes  No

If yes, please provide details here:

2. Do you have any other cautions or convictions that would not be filtered? Yes  No

If yes, please provide details here:

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3. Are you included on the DBS children's barred list? Yes  No

If yes, please provide details here:

4. **(Teaching posts only)** Are you, or have you ever been, prohibited from teaching or sanctioned by the GTCE? Yes  No

If yes, please provide details here:

5. **(Management posts only)** Have you been prohibited from management of an independent school (s128)? Yes  No

If yes, please provide details here:

#### DECLARATION

**(signature required):**

I declare that all the information which I have provided in this disclosure is full and correct at the time of application and that I have not omitted anything that could be relevant to the appointment of someone who will work with children. I understand that the recruitment panel may be made aware of any relevant information that I have disclosed in order to discuss the matter(s) with me as part of the recruitment process and that, if my application is successful, a risk assessment of the disclosed information will be held securely in my personnel file.

**Signature:**

**Date:**

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