



## Declaration Form for Staff

*As part of a thorough recruitment and selection process the Carmelite Order request that all prospective employees sign a declaration form prior to commencing employment. The information contained in this form will be kept securely in line with Data Protection legislation and GDPR by the Carmelite Order.*

**Full Name (print):** \_\_\_\_\_

**Address (print):** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Role/Position:** \_\_\_\_\_

**1) Do you have any prosecutions pending or have you ever been convicted of a criminal offence?**

Yes  No

**If yes, please state below the nature and dates(s) of the offence(s).**

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**2) Is there any reason that you would be considered unsuitable to have direct or indirect contact with children or vulnerable adults?**

Yes  No

**If yes, please give details:**

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**3) Have you ever been the subject of disciplinary procedures and/or been asked to leave employment (paid or voluntary) due to inappropriate behaviour towards children or vulnerable adults?**

Yes  No

**If yes, please give details, including dates:**

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### **Declaration:**

I hereby declare the information I have provided above is accurate. I understand that, if I have withheld information or included any false or misleading information above, I may be removed from my post whether paid or voluntary.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_