



# The Harmony Project Safeguarding and Child Protection Policy 2026

## Annex E: Self-Disclosure Form

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### THE HARMONY PROJECT SELF-DISCLOSURE FORM

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Roles which are exempt from the Rehabilitation of Offenders Act

You are being asked to complete this form because the role you are applying for is **exempt** from the Rehabilitation of Offenders Act 1974 in England, Scotland and Wales, or the Rehabilitation of Offenders (Northern Ireland) Order 1978, and involves contact with children and young people.

As the role you have applied for involves work with children and young people, you will also be required to undergo the relevant vetting and barring checks. Depending on the nature of the role, this could include checking criminal convictions and checking that you are not barred from working with children.

All information you provide will be treated as confidential and managed in accordance with relevant data protection legislation and guidance. You have a legal right to access any information held about you.

#### Personal Details

Name of candidate/person:	
Previous name(s): Please include date(s) each name was used (MM/YYYY)	
Address with postcode: Please include dates from and to (MM/YYYY) for each address	
Telephone/mobile number:	
Date of birth:	



**Criminal Record Declaration**

This role is exempt from the Rehabilitation of Offenders Act 1974 in England, Scotland and Wales, or the Rehabilitation of Offenders (Northern Ireland) Order 1978. You are therefore required to declare **all** unspent convictions and conditional cautions, and all spent convictions and adult cautions that are not protected (i.e. eligible to be filtered).

Do you have any unspent conditional cautions or convictions in the UK or overseas?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>If yes, please provide further information:</b></p>	
Do you have any spent adult cautions (simple or conditional) or convictions in the UK or overseas that are not protected (i.e. eligible to be filtered) as defined by the Rehabilitation of Offenders Act 1974 in England, Scotland and Wales or the Rehabilitation of Offenders (Northern Ireland) Order 1978?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>If yes, please provide further information:</b></p>	

**Barred List Declaration**

If this role has been defined as regulated activity or work, it will also be subject to an enhanced with barred list check in England, Northern Ireland and Wales, or checks under the Protecting Vulnerable Groups scheme in Scotland.

**Please note:** It is a criminal offence to apply for or accept a position working with children if you have been barred from, or listed as unsuitable to engage in, regulated activity/work with children.

<p>Are you included on the list of people barred from/listed as unsuitable to engage in regulated activity/work with children?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>If yes, please provide further information:</b></p>	
<p>If you are not currently barred from working with children, have you been referred to the Disclosure and Barring Service (DBS) or Disclosure Scotland for consideration to be added to one of the lists?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>If yes, please provide further information:</b></p>	

**Conduct Declaration**

<p>Have you ever been known to any Children's Services department or Police as being a risk or potential risk to children?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>If yes, please provide further information:</b></p>	
<p>Have you ever been dismissed for misconduct from any paid or voluntary position previously held by you?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>If yes, please provide further information:</b></p>	

<p>Have you ever been under investigation for or subject to any disciplinary sanctions in relation to your conduct at the time of your employment?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>If yes, please provide further information:</b></p>	
<p>Have you ever been subject to any sanctions being placed on your professional registration, by a regulatory or licencing body in any country? (as applicable)          Sanctions may include: warnings, conditions, limitations, suspensions, removal or any other restrictions that may have applied to your professional registration.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>
<p><b>If yes, please provide further information:</b></p>	

### Confirmation of Declaration

Please tick each box below to confirm your agreement:

<p><input type="checkbox"/></p>	<p>I agree that the information provided here may be processed in connection with recruitment purposes and I understand that an offer of employment may be withdrawn or disciplinary action may be taken if information is not disclosed by me and subsequently comes to the Harmony Project's attention.</p>
<p><input type="checkbox"/></p>	<p>In accordance with the Harmony Project's procedures, if required I agree to provide a valid criminal record certificate and consent to the Harmony Project clarifying any information provided on the disclosure with the agencies providing it.</p>



<input type="checkbox"/>	I agree to inform the Harmony Project within 24 hours if I am subsequently investigated by any agency or organisation in relation to concerns about my behaviour towards children or young people.
<input type="checkbox"/>	I understand that the information contained on this form, the results of the criminal record check and information supplied by third parties may be supplied by the Harmony Project to other persons or organisations in circumstances where this is considered necessary to safeguard children.

By signing below, I confirm that the information I have provided on this form (or attached) is accurate. I understand that this information will not necessarily prevent me from being employed or appointed in the role, and that I will be given an opportunity to discuss any concerns before a final decision is made on my suitability for the role.

<b>Signature of candidate:</b>	
<b>Print name:</b>	
<b>Date:</b>	