

## SAFEGUARDING DECLARATION FORM

### For roles not eligible for an enhanced criminal record check

The form should be completed following selection of the chosen candidate for initial applicants where a basic criminal record check is to be obtained, this form should be completed prior to application or renewal.

#### Disclosure of criminal records

The role, office or responsibility for which you have been nominated or are currently undertaking is **not** exempt from the Rehabilitation of Offenders Act 1974 and therefore, **you should not consider convictions or cautions that are spent or filtered** under the Act in your responses.

#### Qualification for appointment in the Methodist Church

The Methodist Church reserves the right not to appoint (or to take steps to remove from office) someone where they are found to be ineligible, unsuitable or where they have not declared information that should otherwise have been disclosed.

There are restrictions to appointment under Standing Order 010 of the Constitutional Practice and Discipline of the Methodist Church (2020).

*“(2) Subject to the provisions of the Rehabilitation of Offenders Act 1974 (or any statutory modification or re-enactment thereof for the time being in force and any regulations or orders made or having effect thereunder)*

*(i) no person who has been convicted of or has received a simple or conditional caution from the police concerning an offence mentioned in Schedule 1 to the Children and Young Persons Act 1933 (as amended) or who is barred by the \*Disclosure and Barring Service from work with children, young people or vulnerable adults or who the Safeguarding Committee concludes otherwise poses a risk to children, young people or vulnerable adults shall undertake work with children, young people or vulnerable adults in the life of the Church;*

*(ii) no person who has been convicted of or has received a simple or conditional caution from the police concerning an offence under the Sexual Offences Act 2003 or mentioned in Schedule 15 to the Criminal Justice Act 2003 or who is barred by the \*Disclosure and Barring Service from work with children, young people or vulnerable adults or who is the subject of a risk assessment under Standing Order 237 as a result of which the Safeguarding Committee concludes that he or she presents a significant risk of serious harm to children, young people or vulnerable adults shall be appointed or reappointed to any office, post or responsibility or engaged or re-engaged under any contract to which this sub-clause applies unless authority for the appointment or employment has been obtained under clause (5).”*

In some cases, an appeal may be made to the Secretary of Conference, regarding qualification for appointment. Please speak to the person overseeing your appointment or district safeguarding officer if you believe this may be relevant.

\*Restrictions to appointment will apply regarding comparable barring schemes applicable in other jurisdictions.

## Declaration

|  |  |
|--|--|
| <b>Name:</b>   |  |
| <b>Position, role, office, duty or responsibility:</b> |  |
| <b>Organisation</b>                                    |  |

### ***You should declare:***

- *If Methodist Church Standing Order 010 applies to you.*

- I have read carefully the information contained in this form.
- I will inform the Methodist Church as soon as possible if any matter arises during the course of my role, position or responsibility that would warrant declaration on this form.

### **Please tick one of the options below.**

1. I am not aware of any matters, which I need to declare relating to Standing Order 010.
2. I am aware of matters that are relevant to Standing Order 010 but I have been authorised to undertake the role named above by appeal to the Secretary of Conference. There are no additional matters of relevance since that authorisation.
3. There are matters I need to declare before appointment, nomination or continuing in role and I have provided details on an additional sheet.

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

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

NB. Confidential Safeguarding Declaration Forms will be held securely by the appointing body.

The content may be shared where necessary, proportionate and legitimate to manage a safeguarding risk to vulnerable groups engaging with the Methodist Church, in compliance with the Data Protection Act 2018 Schedule 1, Part 2 (18) and the GDPR.