

## SELF DECLARATION FORM

### STRICTLY CONFIDENTIAL

As a place of worship/organisation, we undertake to meet the requirements of the Data Protection Act 1998 and all other relevant legislation, and the expectations of the Information Commissioners Office relating to the data privacy of individuals.

**All applicants are asked to complete this form and return to Sharon Baker in a separate sealed envelope**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Ministry Trip applied for: \_\_\_\_\_

*Have you ever been charged with, cautioned or convicted in relation to any criminal offence; or are you at present the subject of a criminal investigations/pending prosecution?*

**Yes    No**    (please circle)

If yes, please give details including the nature of the offences and the dates. Please give details of the court(s) where your conviction (s) were heard, the type of offence and sentence(s) received. Could you also give details of the reasons and circumstances that led to the offence(s). Continue on a separate sheet if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**POLICE INVESTIGATIONS**

This should include relevant police non-conviction information. Please complete this section if the post you are applying for requires an Enhanced Disclosure check.

*Have you ever been the subject of a police investigation that didn't lead to a criminal conviction?*

**Yes**   **No**   (please circle)

If yes, please give details below, including the date of the investigation, the Police Force involved, details of the investigation and the reason for this, and disposal(s) if known.

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*To your knowledge have you ever had any allegation made against you, which has been reported to, and investigated by, Social Services/Social Work Department (Children's or Adult Social Care)?*

**Yes**   **No**   (please circle)

If yes, please provide details, we will need to discuss this with you.

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*Has there ever been any cause for concern regarding your conduct with children, young people, vulnerable adults? Please include any disciplinary action taken by an employer in relation to your behaviour with adults.*

**Yes**   **No**   (please circle)

If yes, please provide details, we will need to discuss this with you.

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## DECLARATION

To help us ensure that we are complying with all relevant safeguarding legislation, please read the accompanying notes and complete the following declaration.

I (full name) \_\_\_\_\_

of (address) \_\_\_\_\_

\_\_\_\_\_

Consent to a criminal records check if appointed to the position for which I have applied. I am aware that details of pending prosecutions, previous convictions, cautions, or bind overs against me will be disclosed along with any other relevant information which may be known to the police.

I agree to inform the person within the place of worship/organisation\* responsible for processing disclosure applications if I am convicted of an offence after I take up any voluntary role within the place of worship/organisation\*. I understand that failure to do so may lead to the immediate suspension of my work with children or vulnerable adults and/ or the termination of the mission trip.

I agree to inform the person within the place of worship/organisation\* responsible for processing disclosure applications if I become the subject of a police and/or a social services/(Children's Social Care or Adult Social Services)/Social Work Department investigation. I understand that failure to do so may lead to the immediate suspension of my work with children or vulnerable adults.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Those applying for work with children and/or vulnerable adults in positions which fall within the scope of regulated activity please confirm that you are not barred from working with children/ vulnerable adults.

**I confirm that I am not barred from working with children / vulnerable adults.**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

**complete this form and return in a separate sealed envelope to Sharon Baker at:**

Revival Fires, 117 - 120 Wolverhampton Street, Dudley, DY1 3AL  
01384 239 943  
www.revivalfires.org.uk  
Registered Charity Number 1072369

Revival Fires takes your privacy seriously, we will only use your personal information for the products and services you have requested. We store our data securely in iKnow Church Software. We will not pass on or sell your details and we promise to keep your details safe and secure.

From time to time we would like to contact you with details of other events or updates we provide. If you consent to us contacting you for this purpose please tick to say how you would like us to contact you:

Email  Post  Telephone  Text message  You can change your mind at any time by emailing [info@revivalfires.org.uk](mailto:info@revivalfires.org.uk).

For further details on how your data is used and stored visit [www.revivalfires.org.uk/privacy](http://www.revivalfires.org.uk/privacy)