



PIKE ANGLER'S CLUB SELF-DISCLOSURE NOTES

Notes on completing the form

You are advised that under the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, as amended by the Rehabilitation of Offenders Act 1974 (Amendment) 1986, **you should declare all convictions (including spent convictions)**. By law you must be truthful in this matter.

What is the purpose of this self-disclosure form?

To ensure that those who will work with children, in any Pike Angler's Club events, do not have a criminal conviction that could put children at risk.

Why must I complete a form?

Those whose normal duties include caring for, training, supervising or being in sole charge of those under 18 years of age whilst involved with a PAC event must complete this form. Individuals who have completed an up to date Criminal Records Bureau check need not complete this form provided they can provide evidence that they have done so.

Adults supervising their own children or acting in loco parentis for another's children, with the parents' permission, need not complete this form.

Anyone who refuses to do so would be deemed ineligible to assist at any such event. The Pike Angler's Club does reserve the right to reject an applicant on the basis of the information received.

Checking procedure

You are advised that, as part of the checking procedure, an organisation may make reference to Children's Social Care Services (social services) departments and police records, and any information supplied by a third party, to certify the information given on this form.

What information will be kept on me?

The self-declaration form will be kept securely by the organiser of the event and will be destroyed one month after your involvement ceases.

Who will have access to the self-declaration form?

The completed forms will be locked away and kept in confidence.
The relevant PAC official will have access to this information.

What if I apply to participate in another event?

A new self-disclosure form will be given to you so the information about yourself will be updated. All organisations which provide services to or activities for children now have statutory duties to implement effective recruitment and selection procedures, including safeguarding checks e.g. self-disclosures and Criminal Records Bureau checks (CRB enhanced disclosures).

PIKE ANGLER'S CLUB SELF-DISCLOSURE FORM
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Part A

Title F M

First name(s)	Surname
Home address	Work/school/university address
Telephone	Telephone E-mail
Postcode	Postcode

Date of birth

Please specify most recent voluntary or paid work with clubs, NGBs, play schemes, leisure centres, etc.

Club/NGB/school/etc	Your role	Paid/unpaid	Date from	Date to

Part B

SELF-DECLARATION (for completion by the above individual)

Have you been convicted of any criminal offences? YES / NO

If yes, please supply details of any criminal convictions.

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NOTE: You are advised that under the provisions of the Rehabilitation Act 1974 (Exceptions) order 1975 as amended by the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 1986 you should declare all convictions including "spent convictions".

Are you a person known to any Children's Social Care Services department as being an actual potential risk to children? YES / NO If yes, please supply details.

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IMPORTANT - I have read and understood the Pike Angler's Club safeguarding and protecting children self-disclosure notes accompanying this form. I hereby consent to CRB checks being undertaken against me. I understand that the information contained on this form, the results of any CRB checks and any information supplied by a third party will be kept by the organisation responsible for the programme and will be destroyed one month after my involvement with this programme.

Signed by the above named individual.....Date.....

Should this form be completed by a person under the age of 18 (minor), it must be countersigned by parent/guardian/carer.

Signed by parent/guardian/carerDate.....

Copy to be kept by named applicant.