**Rounders England Self Disclosure Form**

**\*\*\* Private and Confidential \*\*\***

***For roles involving contact with children (under 18 year olds).***

|  |  |  |
| --- | --- | --- |
| Which type of course are you attending? |  | **What is the date of the course:** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ |
|  |  |  |

###### At what venue will the course run: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rounders England in committed to its Safeguarding responsibilities. Please complete this form in full, in blue or black ink. **We cannot accept electronic copies of this form so ensure that a handwritten copy is returned to the Rounders England office** in a sealed envelope marked ‘Private and confidential: for the attention of the Safeguarding Officer’ to the address below:

Rounders England, PO Box 4458, Sheffield, S20 9DP.

All information will be treated as confidential and managed in accordance with relevant data protection legislation and General Data Protection Regulation (GDPR) guidance. For further information on the Data Protection Act 2018 please go to:

<https://www.gov.uk/data-protection/the-data-protection-act>

For further information on GDPR please visit https://www.gov.uk/government/publications/guide-to-the-general-data-protection-regulation

Rounders England is committed to respecting your privacy. Our privacy notice explains how we may use personal information that we collect before, during and after your membership with us or in the cases of a non-member during your interaction or communications with us. This notice explains how we comply with the law on data protection, what your rights are and for the purposes of data protection we will be the controller of any of your personal information.

It can be viewed at: <https://www.roundersengland.co.uk/privacy-policy/>

**Part One**

|  |  |
| --- | --- |
| *For completion by the individual:* | |
| Name: |  |
| Address: |  |
| Postcode:  (must be completed) |  |
| Telephone/Mobile No: |  |
| Email address: |  |
| Date of Birth: |  |
| Gender: | Male / Female  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Part Two**

**NOTE:**

If the role you are in or have applied for involves frequent or regular contact with or responsibility for children you will also be required to provide a valid DBS (Disclosure and Barring Service) certificate which will provide details of criminal convictions; this may also include a Barring List check depending on the nature of the role (see organisational guidance about eligibility for DBS checks).

|  |  |  |  |
| --- | --- | --- | --- |
| *For completion by the individual****:****:* | | | |
| Have you ever been known to any Children’s Services department or Police as being a risk or potential risk to children? | | | YES / NO  *(if Yes, provide information below)*: |
|  | | | |
| Have you been the subject of any disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children? | | | YES / NO  *(if Yes, provide information below)*: |
|  | | | |
| **Confirmation of Declaration *(tick all box below)***  **(must be completed)** | | | |
|  | 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 come to the organisation’s attention. | | |
|  | In accordance with the organisation’s procedures if required I agree to provide a valid DBS certificate and consent to the organisation clarifying any information provided on the disclosure with the agencies providing it. | | |
|  | I agree to inform the organisation 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. | | |
|  | I understand that the information contained on this form, the results of the DBS check and information supplied by third parties may be supplied by the organisation to other persons or organisations in circumstances where this is considered necessary to safeguard children. | | |
| **Signature:** | |  | |
| **Print name:** | |  | |
| **Date:** | |  | |