



CRIMINAL CONVICTIONS' DECLARATION

Rehabilitation of Offenders' Act 1974

The provisions of the Rehabilitation of Offenders' Act 1974 makes it unlawful for employers, or prospective employers, to take into account offences in relation to which the person concerned is deemed to be rehabilitated (for details see over page).

All sections must be completed. The completed and signed form should be brought along to your interview in the envelope attached. The envelope shall only be opened if you are to be offered the post.

A First Name _____ Last Name _____

Date of Birth _____ Place of Birth _____

B (a) If you have no previous convictions or any previous convictions that are now spent (for details see over page) and do not have a court appearance pending, please tick this box and go straight to the DECLARATION section below

(b) If you have had a previous conviction which is unspent (for details see over page), or if you have a court appearance pending, please supply details below.

Date	Court	Details of Offence	Sentence

DECLARATION

- I have read the advisory note overleaf.
- I have not withheld any information that may affect my application for appointment.
- I understand that false information or omissions may lead to my dismissal/withdrawal of offer.
- The information supplied above may be verified by the Council.

Signature _____ Date _____





How long is a Rehabilitation Period?

This depends on the sentence given. For a custodial sentence, the length of time actually served is irrelevant, the rehabilitation period is decided by the original sentence and commences on the date of conviction.

SENTENCES OF MORE THAN 2½ YEARS CAN NEVER BECOME SPENT

Other sentences become spent after fixed periods from the date of conviction. Here are some examples:-

SENTENCE	REHABILITATION PERIOD	
	People aged 17 or over when convicted	People under 17 when convicted
Prison (immediate or suspended sentence) or youth custody	10 years	5 years
Prison (immediate or suspended sentence) or youth custody 6 months or less	7 years	3½ years
Fine or community service order	5 years	2½ years
Absolute discharge	6 months	6 months
There are 2 sentences for people under 21 for which is no variation in the rehabilitation period according to age when convicted. These are:-		
Borstal (replaced by youth custody in May 1983)	7 years	
Detention Centres	3 years	

