

# BACKGROUND CHECK CONSENT FORM

Confidential - For Boarding Tutor Applicants

In accordance with our safeguarding policies and legal requirements, all staff working in boarding environments must undergo a comprehensive background check. This form authorizes the school/institution to conduct necessary background checks as part of the employment process.

## PERSONAL INFORMATION

**Full Legal Name (including all middle names):**

**Former Names/Maiden Name (if applicable):**

**Date of Birth:**

**Nationality:**

**National Insurance/ID Number:**

**Current Address:**

**Previous Addresses (last 5 years):**

## BACKGROUND CHECK DETAILS

I understand and consent to the following checks being conducted:

- Enhanced DBS check (or equivalent criminal record check)
- Barred list check

- Identity verification
- Right to work verification
- Employment history verification
- Academic qualification verification
- Professional reference checks
- International criminal record checks (if applicable)

## **DISCLOSURE OF CRIMINAL RECORD**

Due to the nature of the position for which you are applying, this position is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974. You are therefore required to disclose all convictions, cautions, reprimands, and final warnings, including those which would normally be considered "spent" under the Act.

**Please provide details of any criminal record:**

**Note:** A criminal record will not necessarily bar you from employment. Each case will be assessed on its own merits in relation to the position applied for.

## **CONSENT AND DECLARATION**

I, the undersigned:

1. Authorize the school/institution to conduct the background checks indicated above.
2. Confirm that the information provided on this form is true, complete, and accurate.
3. Understand that providing false information or omitting relevant information may result in rejection of my application or termination of employment if already appointed.
4. Understand that the results of these checks will be kept confidential but may be shared with relevant regulatory authorities if required by law.
5. Acknowledge that this consent remains valid throughout the application process and, if appointed, throughout my employment.

**Additional Information (if any):**

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Signature of Applicant

**Date:**

**Privacy Notice:** *The information provided in this form will be used solely for the purpose of conducting background checks as part of the employment process. Your data will be processed in accordance with relevant data protection legislation and will be stored securely. For more information, please refer to our Privacy Policy.*