

Self-Declaration and Disclosure Form

Private and Confidential

All information will be treated as confidential and managed in accordance with relevant data protection legislation and guidance. Subject to any applicable exceptions under it, you have the right of access to information held on you under the Data Protection Act 2018.

Employee or Volunteer Information				
Name				
Address				
Contact number(s)				
Motorsport UK Licence Number				
Role				
Date of birth				
Gender ⁱ	Female ☐	Male ☐	Non-binary ☐	Another description (please state) ☐

Any disclosure provided below will be reviewed in the context of the role description, the nature of the offence and the responsibility for the involvement with others in the sport.

Having unspent convictions will not necessarily mean that you cannot work/volunteer with us.

The information provided may be assessed alongside normal selection criteria to determine suitability for the role. A separate arrangement will be made with you if clarification is required to discuss your disclosure before a final decision is reached.



Declaration of individual		
1. Do you have any unspent convictions or conditional cautions?	No ☐	Yes – please see the 2 options below ☐
Please provide details of unspent convictions or conditional cautions, in the space provided:		
2. Have you been formally charged with any other offence in any country which has not yet been disposed of?	No ☐	Yes – please provide further information ☐
3. Are you currently subject to any criminal investigations or pending prosecutions by the police in any country which may have a bearing on your suitability for this position?	No ☐	Yes – please provide further information ☐
4. Have you ever been known to Children's Social Care or the police as being a risk or potential risk to children?	No ☐	Yes – please provide further information ☐
5. Have you been the subject of any formal action, disciplinary investigation and/or sanction by any organisation due to concerns about your behaviour towards children?	No ☐	Yes – please provide further information ☐
6. Have you ever been dismissed for misconduct from any employment, volunteering, or other position previously held by you, in circumstances which may have bearing on your suitability for this position?	No ☐	Yes – please provide further information ☐
7. Are you currently subject to any fitness to practice investigations or proceedings by a regulatory, governing, or licensing body in any country, which may have bearing on your suitability for this position?	No ☐	Yes – please provide further information ☐



Confirmation of declaration

Please tick the boxes below and then sign this form.

☐

I agree that the information provided here may be processed in connection with recruitment purposes and I understand that an offer of a role may be withdrawn, or dismissal may result if information is not disclosed by me and subsequently comes to the employer's attention.

☐

In accordance with the Motorsport UK procedures, (if required to do so) I agree to provide a valid Suitability Check¹ and consent to Motorsport UK clarifying any information provided on the disclosure with the agencies providing it.

☐

I agree to inform my employer 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 declare that the information provided on this form is correct. I understand that the declaration of a criminal record will not necessarily prevent me from being offered this role.

Signature

X

Print name

Today's date

¹ DBS, PVG or Access NI depending on the country you work in.