

Consent to Disclosure Application to AccessNI

AccessNI was established by a joint programme between the Northern Ireland Office, the Department of Health, Social Services and Public Safety, the Department of Education and the Police Service of Northern Ireland.

AccessNI enables organisations in Northern Ireland to make more informed recruitment decisions by providing criminal history information about anyone seeking paid or unpaid work in certain defined areas, such as working with children or vulnerable adults.

Access NI is part of central government and operates under the provisions of Part V of the Police Act 1997.

You have applied for a post which is governed by The Protection of Children and Vulnerable Adults (Northern Ireland) Order 2003. Before appointing anyone to such a post, it is our policy to make a Disclosure Application for the relevant check to be carried out by AccessNI. This check is to make sure individuals who might be a risk to children and/or vulnerable adults are not appointed.

The check will tell us of any convictions you might have as well as details of any other relevant information about you which the police decide should be disclosed. A criminal record will not necessarily be a bar to obtaining a position. Any information received will be treated confidentially, and we will talk to you about it before a final decision is reached. After the decision is made the information will be destroyed.

A check will only be carried out if you are considered to be the preferred candidate and are being offered an appointment.

Council for the Homeless NI will comply with the AccessNI Code of Practice (see www.accessni.gov.uk) to ensure that disclosed information is used fairly, is handled and stored appropriately and kept for only as long as is necessary.

Please complete the section below and return it with your application. This form asks you to give your written consent to the check. If you do not consent we will not accept your application.

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I understand that an AccessNI Disclosure Application check/s (as specified above) must be carried out before an offer of appointment can be confirmed. This has been explained to me and I am aware that spent convictions may be disclosed. I declare that the information I have given is accurate and I consent to the check being made.

Signature:

Date:

Please note: digital signature or typed name will suffice for signature.

Print name:

Position applied for: