

Southend High School for Girls Academy Trust

DBS Check Application Form



Please write clearly throughout.

Current DBS regulations require you to provide a mobile number and email address. You will receive notifications via your mobile and email on your DBS application progress.

Title: Mr Mrs Miss Other

First Name:..... Surname:.....

All Middle Name(s):.....

Date of Birth:..... (DD/MM/YYYY)

Born in UK: Yes Town:..... County:.....

No Town:..... COUNTRY:.....

Nationality at Birth:.....

Mobile Number:..... Email address:.....

Have you ever been known by any other names: No Yes if yes please complete below

Surname at Birth:..... Used until.....(MM/YYYY)

Any other surname used:..... From..... to.....(MM/YYYY)

Any other surname used:..... From.....to.....(MM/YYYY)

Any other surname used:..... From.....to.....(MM/YYYY)

Forenames

Any other forename used:..... From..... to.....(MM/YYYY)

National Insurance No:.....

IDENTITY DOCUMENTS (MUST BE VALID/CURRENT):

Passport/EU Photo ID Card number:.....

Nationality:..... Country of Issue:.....

Driving License Driver Number:..... Paper Photocard

CURRENT ADDRESS:

House Name or Number:.....Street Name:.....

Town:..... County:.....

Postcode:..... Country:.....

AT CURRENT ADDRESS SINCE:..... (MM/YYYY)

Address History...

This information must go back 5 years from the date of the DBS application.

If you have lived at your current address for more than 5 years, you do not need to complete this section. Work backwards in a chronological order from your current address.

Dates must not overlap or have gaps. E.g – 01/2019 to 02/2021 then 02/2021 to 09/2021

House Name or Number:.....Street Name:.....

Town:..... County:.....

Postcode:..... Country:.....

FROM (MM/YYYY) TO (MM/YYYY)

House Name or Number:.....Street Name:.....

Town:..... County:.....

Postcode:..... Country:.....

FROM (MM/YYYY) TO (MM/YYYY)

House Name or Number:.....Street Name:.....

Town:..... County:.....

Postcode:..... Country:.....

FROM (MM/YYYY) TO (MM/YYYY)

Have you ever been convicted of a criminal offence or received a caution, reprimand or warning No Yes

Declaration by the applicant

By signing the application declaration box I confirm that the information that I have provided in support of this application is complete and true and understand that knowingly to make a false statement for this purpose may be a criminal offence.

I consent to the Criminal Records Bureau completing various data checks for my Disclosure.

Date :

Confidentiality and Fair Processing Statement

Civil & Corporate Security Ltd collects information for Criminal Record Checks and other services. The information we collect about you will depend on the nature of your employment within specific organisations.

Specific conditions or restrictions may apply to some of Civil & Corporate Security Ltd's services. A more specific "fair processing" statement may apply in some cases.

We may check information provided by you, or information provided about you by a third party with other Information, held by us, or by others.

We may also get information about you from certain third parties or give information to them:

To check the accuracy of information

To prevent or detect crime or to protect public funds in other ways

For reasons permitted or required by law

For research or statistical purposes

These third parties may include: other government or local government departments, bodies or agencies; banks, building societies and financial institutions; utility providers, educational bodies, research providers, health service providers, law enforcement agencies; job and employment agencies; partners or agents authorised by Civil & Corporate Security Ltd for any of our functions. This is not an exhaustive list.

We will not disclose information about you to anyone outside the Civil & Corporate Security Ltd unless the law permits or requires us to, or with your consent.

Civil & Corporate Security Ltd is the Data Controller for the purposes of the Data Protection Act.