Is your offence spent under the terms of the Rehabilitation of Offenders Act?

**NO**

Is the employer/recruitment agency asking for a criminal record declaration?

**YES**

You are legally obliged to disclose your offence(s). Failure to do so could result in criminal prosecution.

For advice about preparing your disclosure, contact us in confidence on 0300 123 1999 or helpline@nacro.org.uk

If the police and/or probation feel that the employer ought to know this information in order to manage any potential risks, they may enforce disclosure.

It is better for your disclosure to come from you in the first instance, rather than from the police or your probation officer.

For advice about preparing your disclosure, contact us in confidence on 0300 123 1999 or helpline@nacro.org.uk

**NO**

Is your public protection officer and/or your probation officer requiring you to disclose?

**YES**

You are under no legal obligation to disclose your offence(s).

You should declare all spent and unspent cautions and convictions which are not eligible to be filtered from your DBS certificate.

Most sexual and serious violent offences are not eligible to be filtered.

Contact Nacro for advice on 0300 123 1999 or helpline@nacro.org.uk

**NO**

Is the position exempt from the Rehabilitation of Offenders Act?

**YES**

You are under no legal obligation to disclose your offence(s).