



## Criminal Disclosures

### Approximately 20% of the working population in the UK has a criminal record

As a registered body of the Criminal Records Bureau, Disclosure Scotland and Access Northern Ireland, BackCheck is well-positioned to offer the appropriate levels of criminal record check for screening any employment position.

Under the terms of the Rehabilitation of Offenders Act 1974, certain convictions will eventually become 'spent' after a defined rehabilitation period has passed. For most positions, employers are only allowed to consider unspent convictions when making a recruitment decision. In these cases, it is illegal for an employer to ask their candidates about any convictions which are spent.

Some positions are exempt from this restriction. For these positions, employers can ask candidates about both unspent and spent convictions, ensuring that only suitable individuals are recruited into positions of trust. Exempt positions typically involve regular contact with vulnerable people or regulatory requirements around certain influential positions, e.g. high-level financial positions.

There are three levels of Criminal Disclosure available in the UK:

#### Basic Disclosure

The most commonly requested disclosure, this is available for any candidate applying for any position. The results delivered include details of any unspent convictions held on the Police National Computer. Employers can conduct this level of check knowing that they are facilitating responsible recruitment decisions without discriminating against individuals deemed rehabilitated in the eyes of the law.

#### Standard Disclosure

Standard Disclosures are intended solely for positions that satisfy eligibility requirements. Typically this is to satisfy specific industry requirements, e.g. FSA regulated positions. The results delivered include details of spent and unspent convictions, cautions, reprimands and warnings held on the Police National Computer.

#### Enhanced Disclosure

Enhanced Disclosures are intended solely for positions that satisfy eligibility requirements. Typically this is due to regular access to vulnerable adults and children. The results delivered include details of spent and unspent convictions, cautions, reprimands and warnings held on the Police National Computer. An Enhanced Disclosure can also contain non-conviction local police force information, such as suspicious activity.

#### Benefits of Using BackCheck:

- Uncover your candidates' undisclosed criminal histories and make well informed hiring decisions.
- Conducted by a team of dedicated experts with resources and expertise to ensure compliance with all legislative requirements.
- Convenient, forgery-proof results are delivered online through our client website in real-time.
- User-friendly online delivery system supported by bank-calibre, world class data security.
- Industry-leading turnaround time.



#### Global Provider with Local Knowledge

Multilingual Support through 4 operation centres – in the UK, North America and Asia.



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**BackCheck**<sup>TM</sup>

**Know Who You're Hiring!**

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