

**Criminal Record Information
Form(CR1) 2024/25**



**Heart of Yorkshire
Education Group**

Help is available to complete this form on request.

NameD.O.B.....

Course applied forCollege.....

You have indicated you have an unspent criminal conviction. Is this correct?	YES	Please tick YES, enter details and sign below
	NO	Please tick NO and sign below

The details requested are necessary for us to be able to assess your application for a course at a Heart of Yorkshire Education Group College and will be treated in the strictest confidence. We wish to provide every opportunity for you to access an appropriate course at the College, but we must balance this with our legal duty to provide a safe, secure environment for all staff, students and visitors, which is why we need to make this assessment.

This information will be used to decide if your criminal record is relevant to your course and to you being at the College. If it is not considered relevant, then there will be no further action.

If it is considered relevant, you will be contacted by the Safeguarding Lead for further clarification and a risk assessment may be necessary. This will lead to one of the following decisions.

- We are able to continue with your enrolment
- We are able to continue with your enrolment as long as you agree to certain conditions and/or support
- We are not able to offer you a place at this time.

Please give us details of the offences for which you have been convicted
Date of sentencing
Sentence given
If you are applying for a course leading to work with children (under 18), vulnerable adults, social services, uniformed services or the health service (which are exempt from ROA) please also provide information on any unspent convictions, cautions, reprimands or final warnings.
<p>If you are on probation at present, please provide the following details with your permission to discuss your case with your probation officer.</p> <p>Probation Officer</p> <p>Based at Telephone</p>

Signed**Date**



Staff use only

Name.....D.O.B.....

Course applied for

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CR1 Enrolment approved by:

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OR CR2 required by Safeguarding Lead

CR2 Outcomes

Enrolment approved

Approved with Conditions/Support:

Not able to offer a place at this time

CR2 completed by