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| **Policy Statement**  |

**Rehabilitation of Offenders Act 1974 (Exceptions Order 1975)**

Some roles in Girlguiding are judged as exempt under the Rehabilitation of Offenders Act 1974. Where applicable, applicants may be subject to a Disclosure & Barring Service (DBS) check by the Disclosure & Barring Service. If you have accepted a caution, warning or reprimand from a police officer, then you have admitted your part in an offence and so this should be declared along with any conviction.

Girlguiding will require your permission, and the relevant information, to obtain clearance from the Disclosure & Barring Service. Failure to give permission or to supply information may result in the termination of your employment with Girlguiding.

**Ex-offenders**

Having a caution or conviction will not necessarily prevent someone from taking up a role with Girlguiding. The information will be risk-assessed by Senior Management.