

# **REHABILITATION OF OFFENDERS ACT**

Because this post involves working with vulnerable people, the post is exempt from the requirements of the Rehabilitation of Offenders Act. This means that you are obliged to disclose the details of any offence that resulted in a criminal conviction, even if it was a long time ago.

If this applies to you, please enclose in a sealed envelope marked **“CONFIDENTIAL**” with your name and the details of the offence, the date it took place, the sentence given and any comments you wish to make.

It is treated as a confidential document throughout the process; in coming to a decision, the selection panel would consider the relevance of the offence to the job. The envelope is not normally unsealed unless you have been shortlisted for interview.

**IMPORTANT:** If you were selected for employment and did not disclose an offence which later comes to light by means of a police check or other circumstances, this can result in the loss of your job. (i.e. if you were to wish to claim unfair dismissal, the claim would not be upheld by an Industrial Tribunal)

Please tick as appropriate:

Either: a) I have no convictions [ ]

 b) Please see attached [ ]

Signed:............................................. Date: .....................................

Please print name: ...............................................………………………….

**This form MUST be completed and returned with your completed application form.**



EQUAL OPPORTUNITIES MONITORING FORM

You are requested to complete and return this form **IN A SEPARATE ENVELOPE MARKED “CONFIDENTIAL”** in order to help Mind in Haringey monitor the implementation of its Equal Opportunities Policy.

Please tick or complete any boxes, which apply to you, and please self-define or add any information if you wish.

If you are given this form with a job description, the shortlisting panel will not see this form. Please check that you have given any information that the panel needs to know about on the actual application form.

1.

[ ] Are you applying to use Mind services? Please state which service or

 Project? .................................................................................................

[ ] Are you applying to be a member of Mind in Haringey? ...................

[ ] Are you applying for a job? Please state job title:

 ................................................................................................................

[ ] Are you applying for committee membership? Please state which

 committee(s): ..........................................................................................

[ ] Are you applying for work as a volunteer? Please state which project:

 ...................................................................................................................

2. GENDER

Are you:

[ ] Female [ ] Male

3. RACE/ETHNIC ORIGIN

Do you identify as:

[ ] BLACK

[ ] WHITE

[ ] Do you prefer to identify yourself as MIXED

[ ] OTHER (Please specify................................................................) P.T.O

What is your race or ethnic origin? Please tick whichever applies below:

[ ] African [ ] African Caribbean

[ ] European - UK [ ] European - other

[ ] Greek Cypriot [ ] Irish

[ ] Jewish [ ] Middle Eastern

[ ] South Asian [ ] South East Asian

[ ] Turkish Cypriot

[ ] Other (Please specify:..............................................................)

If you would like to give further details, please do so ......................................

............................................................................................................................

4. SEXUALITY

Do you identify as

[ ] Lesbian [ ] Gay [ ] Other

[ ] Bisexual [ ] Heterosexual

5. RELIGION

What is your religion, if any? .................................................................................

6. AGE

[ ] Under 25 [ ] 25 -44 [ ] 45-64 [ ] 65 and over

7. DISABILITY

Do you have a physical or sensory impairment?

[ ] Yes [ ] No

8. MENTAL HEALTH

Are you currently a mental health service user or have you had contact with mental health services in the past?

[ ] Yes [ ] No

9. SOURCE OF INFORMATION

Please state where you saw the job advertised:....................................................

Thank you for completing the form.



#### EQUAL OPPORTUNITIES STATEMENT

**Mind in Haringey recognises that racism and discrimination have profound ill-effects on mental health.**

**We aim to work for the elimination of discrimination in all aspects of mental health policy, care, delivery and research, and to provide and promote services, which combat racism and discrimination in all their forms.**

**Mind in Haringey is therefore committed to an Equal Opportunities policy.**

**Mind in Haringey recognises that power is not held equally in our society. Groups and individuals have been, and continue to be, discriminated against on the basis of disability, race, sex, age, marital status, social background, religious belief and whether they are gay or lesbian. Recognising this, Mind in Haringey has and will continue to implement policies to ensure that greater equality becomes a reality.**

**As a service provider and employer, Mind in Haringey expects all staff, volunteers and users of its service, and its members, to work towards the implementation of this policy in all aspects of the organisation's activities. Mind in Haringey will take action against those who behave in a discriminatory or abusive way. This may include withdrawal of service from those who refuse to abide by this as a code of practice.**

**The implementation of this statement will be regularly reviewed and monitored.**

**Positive Action for Mental Health**