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## HELP TEXT FOR UNSPENT RELEVANT CRIMINAL CONVICTIONS

### **Criminal convictions**

The College of Agriculture Food and Rural Enterprise (CAFRE) strives to reduce the risk of harm or injury to their students and staff caused by the criminal behaviour of other students.

Please read the following carefully.

**If you have a relevant criminal conviction that is not spent please bring this to the attention of CAFRE by informing the member of staff who is carrying out your registration (although you will not be required to go into any detail on this occasion) or speak with the Student Welfare Officer (Alison Young).**

**You will not be automatically excluded from the registration process.**

The information concerning criminal convictions will be passed for consideration to appointed persons at the college and at this point you may be asked to provide further information. If we are satisfied, your application will proceed in the normal way although we may add certain conditions. Otherwise we will notify you of our decision.

Failure to declare a relevant criminal conviction may result in expulsion from the college.

All information concerning criminal convictions will be treated sensitively, confidentially and managed in accordance with the General Data Protection Regulation.

### **What does 'spent' mean?**

If a person does not re-offend during their rehabilitation period, their conviction becomes 'spent' (as defined by The Rehabilitation of Offenders Act 1974). Convictions that are spent are not considered to be relevant and you should not reveal them. You should note that certain offences are never spent.

### **What is the Rehabilitation of Offenders Act 1974?**

The Rehabilitation of Offenders Act 1974 aims to help people who have been convicted of certain criminal offences and have not re-offended since being convicted. People with few or minor convictions will therefore be able to 'put their past behind them' and be treated as everyone else with regard to employment and equal opportunity.

Information on offences and rehabilitation periods can be found at,

<https://www.legislation.gov.uk/ukpga/1974/53>

### **What is a relevant criminal conviction?**

Relevant criminal offences include convictions, cautions, admonitions, reprimands, final warnings, bind over orders or similar involving one or more of the following:

- Any kind of violence including (but not limited to) threatening behaviour, offences concerning the intention to harm or offences which resulted in actual bodily harm.
- Offences listed in the Sex Offences Act 2003.
- The unlawful supply of controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking.
- Offences involving firearms.
- Offences involving arson.
- Offences listed in the Terrorism Act 2006.

If your conviction involved an offence similar to those set out above, but was made by a court outside of Great Britain, and that conviction would not be considered as spent under the Rehabilitation of Offenders Act 1974.

Warnings, penalty notices for disorder (PNDs), anti-social behaviour orders (ASBOs) or violent offender orders (VOOs) are not classed as convictions for the purpose of this section, unless you have contested a PND or breached the terms of an ASBO or VOO and this has resulted in a criminal conviction

**What if I receive a relevant criminal conviction after I begin my course?**

If you are convicted of a relevant criminal offence after you have begun your course, you must tell us. Do not send details of the offence; simply tell us that you now have a relevant criminal conviction. CAFRE may then ask you for more details.