

## **Annex E - CRIMINAL CONVICTIONS**

### **Rehabilitation periods**

You should refer to the table below to identify if you have any unspent criminal convictions

Note: Sentences of imprisonment of more than 48 months can never be spent.

Sentence	Rehabilitation period for adult offenders	Rehabilitation period for young offenders under the age of 18
Imprisonment of more than 30 months and up to or consisting of 48 months	7 years from the date the sentence is completed	42 months from the date the sentence is completed
Imprisonment of more than 6 months and up to or consisting of 30 months	48 months from the date the sentence is completed	24 months from the date the sentence is completed
Imprisonment for 6 months or less	24 months from the date the sentence is completed	18 months from the date the sentence is completed
Dismissal from HM's Service	12 months from the date of conviction	6 months from the date of conviction
Detention	12 months from the date the sentence is completed	6 months from the date the sentence is completed
Fine	12 months from the date of conviction	6 months from the date of conviction
Compensation order	The date on which the payment is made in full	The date on which the payment is made in full
Community or youth rehabilitation order	12 months from the date provided for by or under the order	6 months from the date provided for by or under the order
A relevant order	The date provided for by or under the order	The date provided for by or under the order

If you have any unspent convictions you shall be required to disclose details in the application form. Hewett Recruitment Limited reserves the right to withdraw you from any work placement (whether a client has requested this or not) and cease to provide any temporary work placements for you in the following circumstances:-

1. If you fail to provide any information in relation to any unspent criminal convictions;
2. In the event that you fail to inform Hewett Recruitment Limited of any criminal conviction you may acquire whilst being engaged as a temporary worker or being retained on the books of Hewett Recruitment Limited for the placement of temporary work;
3. In the event that you provide inaccurate or untruthful information on your application form concerning any criminal record and unspent criminal convictions;

4. In the event that you fail to disclose any information of spent convictions where those convictions involved imprisonment and/or related to offences which may affect the health or safety of children.