

Appendix 1 Spent convictions and the DBS filtering rules

Spent convictions

Sentence	Rehabilitation period	
	Aged over 18 at the time of the conviction	Aged under 18 at the time of the conviction
<ul style="list-style-type: none"> Sentence of imprisonment for life Sentence of imprisonment, youth custody, detention in a young offender institution or corrective training of over four years for a specified offence listed in Schedule 18 to the Sentencing Act 2020 (Specified Offence) Sentence of preventive detention Sentence of detention at His Majesty's pleasure Sentence of custody for life Public protection sentences (imprisonment for public protection, detention for public protection, extended sentences of imprisonment or detention for public protection and extended determinate sentences for dangerous offenders) 	Never (these sentences are excluded from rehabilitation and will always be disclosed)	Never (these sentences are excluded from rehabilitation and will always be disclosed)
Custodial sentence of more than 4 years (not for a Specified Offence) (Rehabilitation period begins with the day on which the sentence (including any period on licence) is completed)	7 years	3.5 years
Custodial sentence (including suspended sentences) of more than 1 year and up to, or consisting of, 4 years (Rehabilitation period begins with the day on which the sentence (including any period on licence) is completed)	4 years	2 years
Custodial sentence of 1 year or less (Rehabilitation period begins with the day on which the sentence (including any period on licence) is completed)	1 year	6 months
Removal from HM Service (Rehabilitation period begins with the date of the conviction in respect of which the sentence is imposed)	1 year	6 months
Service detention (Rehabilitation period begins with the day on which the sentence is completed)	1 year	6 months
A severe reprimand or reprimand under the Armed Forces Act 2006 (Rehabilitation period begins with the date of the conviction in respect of which the sentence is imposed)	1 year	6 months
Fine (Rehabilitation period begins with the date of the conviction in respect of which the sentence is imposed)	1 year	6 months
Compensation order	Once paid in full	Once paid in full
Absolute discharge	Spent immediately	Spent immediately
Driving disqualification	End of the disqualification period	End of the disqualification period
Driving endorsement	5 years from the date of conviction	2.5 years from the date of conviction

Relevant order (includes: community and youth rehabilitation order, conditional discharge orders, restraining orders, hospital orders, bind overs, referral orders, care orders, earlier statutory orders and any order imposing a disqualification, disability, prohibition, penalty, requirement or restriction or is otherwise intended to regulate the behaviour of the person convicted)	End of the order or, if no date given, 2 years from the date of conviction - unless the order states 'unlimited', 'indefinitely' or 'until further order' as in these cases it will remain unspent	End of the order or, if no date given, 2 years from the date of conviction - unless the order states 'unlimited', 'indefinitely' or 'until further order' as in these cases it will remain unspent
Simple caution, youth caution	Spent immediately	Spent immediately
Conditional caution, youth conditional caution, diversionary caution	3 months or when caution ceases to have effect if earlier	3 months or when caution ceases to have effect if earlier

Filtering rules

Certain spent convictions and cautions are considered 'protected' and the DBS filtering rules mean that they are not included in a DBS certificate. Job applicants are not required to disclose protected convictions or cautions. If a protected conviction or caution is inadvertently disclosed the School will disregard that information when making a recruitment decision.

You are therefore not required to disclose information about a spent criminal conviction imposed for an offence committed in the United Kingdom if you were over 18 years of age at the time of the offence and:

- 11 years have elapsed since the date of the conviction;
- it did not result in a custodial sentence; and
- it was not imposed for a "specified offence".

You are not required to disclose information about a spent caution issued for an offence committed in the United Kingdom if you were over 18 years of age at the time of the offence and:

- six years have elapsed since the date it was issued; and
- it was not issued for a "specified offence".

You are not required to disclose information about a spent criminal conviction imposed for an offence in the United Kingdom if you were under 18 years of age at the time of the offence and:

- five and a half years have elapsed since the date of the conviction;
- it did not result in a custodial sentence; and
- it was not imposed for a "specified offence".

You are not required to disclose information about a caution issued for an offence committed in the United Kingdom if you were under 18 years of age at the time of the offence.

The list of "specified offences" can be found at:

<https://www.gov.uk/government/publications/dbs-list-of-offences-that-will-never-be-filtered-from-a-criminal-record-check>