

DES Circular 31/2016 - Appendix: Statutory Declaration and Form of Undertaking

Statutory Declaration

This statutory declaration must be completed prior to a person being appointed to any teaching or non-teaching position with a school authority unless the person being appointed has previously provided that school authority with a statutory declaration which was made during the same or previous calendar year.

“I _____ of, _____

in the county of _____ aged eighteen years and upwards do
SOLEMNLY AND SINCERELY DECLARE as follows:-

that to the best of my knowledge and belief there is nothing, from a child protection perspective, in relation to my conduct, character or personal background of any nature that would adversely affect the position of trust in which I would be placed in relation to children or vulnerable persons by virtue of my appointment to any teaching or non-teaching position in any recognised primary or post-primary school or any other state funded centre of education for children or vulnerable persons.

I am aware that I am not now, or in the future, required to disclose to a school authority details of any conviction regarded as spent under the Criminal Justice (Spent Convictions and Certain Disclosures) Act 2016, but that, in accordance with section 10 of that Act, this does not however apply in the case of any conviction in respect of offences specified in Part 1 or 2 of Schedule 1 of that Act or those specified in Schedule 3 of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016.

Within a child protection context:

- I hereby confirm my irrevocable consent to each of the employing school authorities to the making of such enquiries as they deem necessary in respect of my suitability for the post(s) in respect of which the applications are made.
- I hereby accept and confirm the entitlement of each of the employing school authorities to reject my application or terminate my employment (in the event of a contract of employment having been entered into) if I have omitted to furnish the school authority with any information relevant to my application for the position or my continuing employment with the school authority.
- I understand that any false or misleading information submitted by me in relation to my application for a position or my continuing employment with each of the school

authorities will render me liable to automatic disqualification or render me liable to dismissal, if employed.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1938.”

Signed: _____ Date: _____ Applicant

Print Name: _____

Declared before me _____ [*name in capitals*] a [notary public][commissioner for oaths][peace commissioner] [practising solicitor]by _____

*who is personally known to me, or

*who is identified to me by _____ who is personally known to me,

Or

*whose identity has been established to me before the taking of this Declaration by the production to me of passport no. [*passport number*] issued on [*date of issue*] by the authorities of [*issuing state*], which is an authority recognised by the Irish Government]

Or

National identity card no. [*identity card number*] issued on [*date of issue*] by the authorities of [*issuing state*] [which is an EU Member State, the Swiss Confederation or a Contracting Party to the EEA Agreement]

Or

[Aliens Passport no. (*document equivalent to a passport*)] [*passport number*] issued on [*date of issue*] by the authorities of [*issuing state*] which is an authority recognised by the Irish Government]

Or

Refugee travel document no. [*document number*] issued on [*date of issue*] by the Minister for Justice, Equality and Law Reform]

Or

Travel document (other than refugee travel document) [*document no.*] issued on [*date of issue*] by the Minister for

Justice, Equality and Law Reform

at

in the City/ County of

on the _____ day of _____ 20__

***Practising Solicitor / Commissioner for Oaths / Notary Public /
Peace Commissioner**

*** Delete as appropriate**

Note: Further information in relation to Commissioners for Oaths and Peace Commissioners is available on www.citizensinformation.ie .

Form of Undertaking

For administrative ease, the Department's payroll appointment forms will incorporate this undertaking. However, for any appointment (teaching or non-teaching) that does not require completion of a payroll appointment form, this Form of Undertaking must be completed prior to the person being appointed unless the person has previously provided this school authority with a Form of Undertaking and associated statutory declaration both of which were made during the same or previous calendar year.

I confirm that, since the date on which I signed the attached statutory declaration, to the best of my knowledge and belief there is nothing, from a child protection perspective, in relation to my conduct, character or personal background of any nature that would adversely affect the position of trust in relation to children or vulnerable persons in which I would be placed by virtue of my appointment to a teaching or non-teaching post in _____ (insert name of school authority).

I also undertake to inform the above school authority of any changes to the above stated position that may affect my suitability, from a child protection perspective, for continued employment with the school authority or for any subsequent employment with the school authority.

I am aware that I am not now, or in the future, required to disclose to a school authority details of any conviction regarded as spent under the Criminal Justice (Spent Convictions and Certain Disclosures) Act 2016, but that, in accordance with section 10 of that Act, this does not however apply in the case of any conviction in respect of offences specified in Part 1 or 2 of Schedule 1 of that Act or those specified in Schedule 3 of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016.

I acknowledge and understand that any false or misleading confirmation as to my conduct, character or personal background or any failure of mine to inform the school authority of relevant changes that may affect my suitability, from a child protection perspective, will constitute a breach of my contract of employment and may be grounds for summary dismissal by the school authority.

Signed: _____ Date: _____
Prospective employee

Print Name: _____

Witnessed by: _____ Date: _____ (on
behalf of school authority)

Print Name: _____