
DISCLOSURE SUPPORT

BASIC DISCLOSURE CHECKS



All employers are entitled to carry out background checks on employees, the most common type of check in Scotland is called a Basic Disclosure <https://www.mygov.scot/basic-disclosure>

This check is used by the majority of employers, such as those in the retail, hospitality , administration and manufacturing sectors, education providers can also use it. A Basic Disclosure will only display your 'Unspent' convictions and no further information. You can get some idea of whether your conviction is spent by referencing this table .

<https://www.gov.scot/publications/disclosure-periods-previous-convictions-alternatives-prosecution-scotland-under-rehabilitation-offenders-act-1974/pages/1/>

Apex Scotland can offer you advice and guidance to assess your situation and give you the tools and confidence to disclose your conviction accurately .



**If you or someone you know
needs our help, contact
us today, we have services
throughout Scotland.**

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