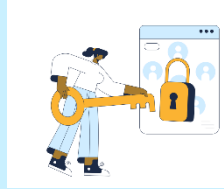


# FACTSHEET

If your organisation is committed to Inclusive Recruitment, sign up to our [Opening Doors](#) campaign to help make 2 million jobs more inclusive for all disadvantaged jobseekers by 2025.



## EMPLOYERS THAT HAVE BANNED THE BOX

Ban the Box calls on all UK employers to give people with criminal convictions a fair chance to compete for jobs by **removing the tick box from application forms that ask about criminal convictions**. The campaign now covers more than one million jobs, thanks to a growing movement of employers.

This factsheet lists every employer who has signed up to the Ban the Box campaign. Ban the Box employers may still ask about convictions at a later part in the recruitment process, and there may be some convictions that they cannot accommodate.

If you have a conviction and require more help to find suitable employment, you may wish to contact the following organisations:

- [Unlock](#)
- [Offplay](#)
- [Bridge of Hope](#)
- [Nacro](#)

**BAN  
THE  
BOX**

[A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#)



**Sector:** Waste management

**Ban the Box employer since:** November 2015

**How and when do they ask?** 007 Pest Control will only ask about criminal convictions when a

*"Sometimes in life people make simple mistakes whether it be to put food on the table to having a drug addiction or to simply being in the wrong place at the wrong time. Almost half of all adult offenders released from custody re-offend within a year. But evidence shows that having a job has*



## EMPLOYERS THAT HAVE BANNED THE BOX

DBS check is required, and only after the initial applications stage.

*been proven to reduce re-offending by 25-33%. We want to help that 25-33%.*

**Myles, Director**

A



**Sector:** Accountants and Management Consultants

**Ban the Box employer since:** October 2014



**Sector:** Training Providers

**Ban the Box employer since:** September 2023

**How and when do they ask?** Yes After an offer on the DBS application form. We are open and transparent from the start and explain the nature of the roles and that a DBS will be required. We encourage candidates to also be open and honest.

*"Acorn Training provides fair opportunities for everyone to succeed in life and work. 'Ban the box' is a vital step towards helping us create inclusive employment opportunities and ensures applications to roles within our business are judged on merit alone. We are proud to deliver important support and guidance to individuals within the Justice System, both in prison and in the community, and work hard to help these individuals progress towards sustainable employment. We want to lead by example to other employers by diversifying our internal talent pool, continuing to break down barriers, and enabling positive contributions to society."*

**Gemma French, Communications and PR**



**Sector:** Food and drink

**Ban the Box employer since:** January 2015

**How and when do they ask?** Adnams has banned the box for all roles including those regulated by the Financial Conduct Authority. Where required, and in particular for regulated roles, Adnams would ask candidates about their

*"At Adnams we believe in giving all applicants a fair chance and simply want to employ the best person to do the job. We embrace diversity within our business and accept that any of us can make poor choices at some point in life. The effects of doing so shouldn't stay with you for ever. If an applicant has the skills and experience, or the ability and the aptitude to learn them then why wouldn't we want them working in our business."*

**Sadie Lofthouse, Head of Human Resources**

## EMPLOYERS THAT HAVE BANNED THE BOX

criminal convictions once an offer of employment has been made.



**Sector:** Third sector

**Ban the Box employer since:** December 2021

*For the last 9 years, one of our projects, Quest, has been helping young offenders find a path to a more positive future. One of the key areas to help reduce the reoffending rates, is sustainable employment. By removing the criminal conviction box on application forms gives anyone who has made a mistake, a chance to correct their future. We see first-hand, the difference this can make.*

**Julie Steele, Operations Director Advantage NI**



**Sector:** Accountants and Management Consultants

**Ban the Box employer since:** October 2014

**How and when do they ask?** Aldermans does not ask about convictions until candidates have been shortlisted. They offer the opportunity for disclosure at the final interview stage.

*"We believe that all candidates should be treated fairly and be given every opportunity to succeed and impress. Our experiences have shown that employee engagement and commitment are key to driving success and candidates from all walks of life should be given this chance."*

**Karen Friendship, Managing Director**



**Sector:** Not for profit

**Ban the Box employer since:** February 2020

**How and when do they ask?** Job applicants are only asked about criminal convictions at the formal offer of employment stage.

*"At Age UK Shropshire Telford & Wrekin we wish to have a diverse workforce which reflects all aspects of the older communities we support. We want our recruitment process to be as welcoming as possible to people from all communities."*

**Heather Osborne, Chief Executive**



**Sector:** Housing

**Ban the Box employer since:** May 2021

*"As community minded housing association we want improve lives and support the communities in which we operate. This campaign aligns with our purpose and values and gives everyone a fair chance in creating their own future. By adopting a fair access approach to recruitment we will eliminate the discrimination past criminal records can lead to and reduce the stigma associated with*

**Business in the Community**

## EMPLOYERS THAT HAVE BANNED THE BOX

**How and when do they ask?** Alliance Homes advises candidates at interview stage that as a condition of offer they will be asked about their current unspent convictions. This gives candidates the opportunity to share anything if they wish.

*convictions. By supporting Ban the Box we will ensure that all applicants are judged on their skills and ability which will help us to create a more an inclusive workforce."*

**Mike Duncan, Head of HR**



**Sector:** Support Services

**Ban the Box employer since:** May 2015

**How and when do they ask?** Amey does not ask about criminal convictions at any stage in their recruitment process for the majority of roles. Amey conduct criminal record checks for regulated roles where there is a legal requirement to do so, and they also may undertake basic disclosure checks on employees when it is stipulated as part of a new contract

*"As a responsible business, we have a duty to ensure that we're employing the best people to deliver our services across the UK. For us, that means operating a fair recruitment process that offers equal opportunities to all as well as providing the right training and development for people to succeed."*

**Ian Deninson,  
Group HR & Communications Director**



**Sector:** APR - Manufacturing -

**Ban the Box employer since:** September 2022

**How and when do they ask?** . Have you banned the box on all online and paper application forms across your UK operations? APR - Yes

*"Everyone has a story and one that deserves to be heard as to why they ended up where they did, usually they have been let down by the community weather its from an educational background, family or exclusion. By recruiting people that have been in prison will give back to the individual and society."*

**Asha Patel,  
Communications**



**Sector:** Arts & Culture

**Ban the Box employer since:** July 2019

**How and when do they ask?** Arts Council ask this question at offer-acceptance stage (in the form people complete when they are accepting an offer of employment).

*"Humans possess a superpower – we can reimagine ourselves. Because we can dream of new ways to be, we can make positive change in our lives. That tick-box is a crude, blanket measure that puts off talented candidates, who happen to have a criminal record, from even applying. There is no need to send such a strong signal that 'you are not welcome round here' at the outset. If we believe that participating in the arts can support the rehabilitation of people in the criminal justice system...then opening up jobs in the cultural sector is a natural extension of this belief."*

**Mags Patten, Executive Director**



**ARVAL**  
BNP PARIBAS GROUP

**Sector:** Vehicle Leasing

**Ban the Box employer since:** July 2021

**How and when do they ask?** Arval ask appropriate questions about certain convictions for certain roles within their organisation, in accordance with FCA SM&CR conduct rules.

*"We are keen to demonstrate to our customers, suppliers, shareholders and wider community that through our recruitment practices (attraction and selection) we are committed to a fair and inclusive society for all."*

**Luke Yoell, Head of Organisational Development**



**Sector:** Retail

**Ban the Box employer since:** January 2021

**How and when do they ask?** Asda will only ask about criminal convictions when specific roles require Asda to complete criminal record checks.

*"At Asda, we welcome colleagues from different backgrounds and different environments which helps us build our strong culture of inclusivity. We believe that people learn from their previous experiences and by removing the criminal convictions check we can make sure that everyone has a fair chance to succeed. We are proud to be associated with this scheme."*

**Hayley Tatum, Chief People Officer**

**B**

**back on track >**

changing lives through learning

**Sector:** Not for Profit

**Ban the Box employer since:** February 2016

**How and when do they ask?** Back on Track only ask about criminal convictions if an applicant is shortlisted for interview. They are asked to bring a sealed letter of disclosure if they have an unspent criminal conviction, which is only opened if Back on Track decide to offer the candidate the job. Any criminal convictions are reviewed at this point, and Back on Track will speak to the candidate's Offender Manager or Police Liaison Office to ascertain suitability for the role.

*"The aim of our work is to enable ex-offenders and others to move on from the past to a better future. We understand all too well that people can feel the system is stacked against them. Back on Track is committed to Ban the Box because we want to attract the best candidates to work or volunteer with us and be sure that recruitment is fair and inclusive, putting the focus on current skills and abilities not past mistakes. We want to inspire other employers to do the same and remove the barriers that stop people succeeding in life."*

**Siobhan Pollitt, Chief Executive**

**BAIN & COMPANY** 

**Sector:** Management consultancy

**Ban the Box employer since:** May 2014

**How and when do they ask?** Bain & Company discuss relevant information with candidates and, before employment contracts are signed, undertake criminal convictions checks alongside other background screening such as credit checks.

*"It is critical for a premier professional services business to attract and retain the best talent. Whilst we expect our employees to disclose all relevant information during our interview process, we believe that this can be best considered during these discussions rather than missing out on a talented individual due to a box on an application form."*

**Julian Critchlow, Director**

# BARKERS

COMMERCIAL CONSULTANCY 

**Sector:** Management consultancy

**Ban the Box employer since:** June 2018

**How and when do they ask?** Barkers & Co LLP have banned the box on all online and paper application forms across their UK operations.

*"At Barkers we've never had the box, we treat all potential employee as we'd like them to treat us and that starts with integrity. We are honest, open and fair. We have strong morals, underpinned by our code of conduct and our commitment to delivering social value. In our experience by demonstrating trust in all existing and potential employee, loyalty and commitment very quickly follow."*

**Warren Kozera, Barkers Partner**



**Belfast Health and Social Care Trust**

**caring supporting improving together**

**Sector:** Healthcare

**Ban the Box employer since:** September 2021

*The Belfast Trust is committed to equality of opportunity for all applicants, including those with criminal convictions. We fully support the rehabilitation of offenders into employment and do not discriminate unfairly on the basis of a previous conviction. We undertake to have an open and measured discussion on any offences that might be considered relevant and recognise that ex-offenders come with a wide variety of skills that could enable them to become valuable members of our workforce.*

**Catherine Shannon, Co Director HROD**



**Sector:** Recruitment

**Ban the Box employer since:** March 2021

**How and when do they ask?** Bespoke Education Service Limited will ask about criminal convictions following the initial interview stage and in preparation for an Enhanced DBS check which is required for any role within schools.

*"We believe that every individual deserves the right not to be judged. Events happen in life which with hindsight we would deal with differently. We do not believe individuals with convictions should be punished, discouraged or even think that they cannot apply for positions working in schools."*

**Steph Wood-Gilbert, Managing Director**



**BNP PARIBAS**

**Sector:** Financial services

*"At BNP Paribas CIB UK we're committed to the UN Sustainable Development Goals. SDG 8 calls for full and productive employment and decent work for everyone, for us this includes those with criminal*

**Business in the Community**

**Ban the Box employer since:** February 2021

**How and when do they ask?** BNP Paribas will only ask about criminal convictions prior to an offer being made, and after a candidate has been assessed on their skill set and experience.



**Sector:** Financial services

**Ban the Box employer since:** March 2022

**How and when do they ask?** Background checks are completed as part of the onboarding process and prior to a candidate commencing employment with the Company. These background checks include a criminal records check, which will highlight any unspent convictions. All results will be considered on an individual basis relating to the role being undertaken and candidates will have the opportunity to discuss the matter before the Company makes a decision.



resilience research and practice

**Sector:** Third Sector

**Ban the Box employer since:** October 2021

**How and when do they ask?** Boingboing only ask about criminal convictions prior to a conditional job offer being made

*records. If we're going to achieve the SDG's we can't leave anyone behind. Secure employment is the best way to reduce reoffending and give those trying to change their lives for the better the chance to make long term change."*

**Tracey Fuller, UK Head of CSR**

*"Diversity and Inclusion is a strategic priority for BNP Paribas Asset Management and we know that it enriches our talent pool and provides better performance outcomes for our clients. To increase our competitive edge we must ensure we attract and retain the best talent, where the unique strengths of our people are embraced and leveraged for collective success. It's about accepting and embracing co-workers with differences in education, personality, skill set, experience and knowledge base. We are proud to be able to join Ban the Box and support those looking to make a positive change in their lives and embrace a career in asset management."*

**Danuta McPartlin, Head of HR for Investments & UK**

*"At Boingboing we strive to 'beat the odds whilst also changing the odds' (Hart et al, 2007). This means we aim to support people who are faced with adversities to 'beat the odds', as well as 'changing the odds' by changing systems to reduce adversities that people who are marginalised in society face. By joining the Ban the Box campaign we aim to change the odds for members of our society that are faced with discrimination and oppression in accessing employment, due to historical mistakes. We aim to challenge stigma and societal attitudes held about those of us with criminal convictions and strive to a more equitable and accepting society."*

**Louise Brinton-Clarke, Co-production Co-ordinator**



**Sector:** Food and drugs

**Ban the Box employer since:** October 2013

**How and when do they ask?** Boots UK was the first company to sign up to support Ban the Box as part of the BITC campaign and positioned themselves right behind the campaign, talking with the press and encouraging their supply chain to Ban the Box. They now do not ask about criminal convictions at any stage in the recruitment process. Boots UK convened a Taskforce of supply chain companies in early 2012 to level the playing field for ex-offenders to get into work.

*"This is not a simple issue. People end up offending for a variety of complex reasons and as employers the most powerful thing we can do is to help create a second chance for offenders so that it is possible for people with criminal convictions to enter employment and get back on track."*

**Marco Pagni, Group Legal Counsel and Chief Administrative Officer**



**Sector:** Financial services

**Ban the Box employer since:** May 2021

**How and when do they ask?** Big Society Capital will only ask about criminal convictions after a contract is signed. For regulated roles, a complete Standard Background check will be required but also after a contract is signed as per FCA guidelines.

*"I have both worked and volunteered in the criminal justice system and I know how hard it can be for people to get a job and a clean start after a criminal conviction. Inclusive employment practices have an important part to play in promoting routes to rehabilitation. Therefore I am delighted to say that Big Society Capital has now become a Ban the Box employer."*

**Stephen Muers, CEO**

*I know from both personal and professional experience that the difference between*

**Business in the Community**



**Sector:** Public Services

**Ban the Box employer since:** March 2023

**How and when do they ask?** Breaking Barriers Innovations has banned the box at all stages of the application process

*unemployment, bad employment and good employment is central to confidence, happiness and a positive future outlook. It makes little sense to further punish those with prior convictions in this way*

**Nic Werran, Partnerships Director**



The Prince's Responsible Business Network

**Sector:** Third Sector

**Ban the Box employer since:** October 2013

**How and when do they ask?** Business in the Community does not ask about criminal convictions during the recruitment process unless it is for a regulated role. In this instance, BITC only asks about criminal convictions and conducts criminal records checks once an offer has been made.

*"Screening based on a tick box is not a way of excluding inappropriate applicants - we can't assume that everybody with a criminal conviction poses a risk. A successful organisation needs to take a long-term view, looking for the potential offered by candidates from a variety of walks of life, rather than recruiting in your own image."*

**Francoise Seacroft, HR Director**



The Responsible Business Network  
Northern Ireland

**Sector:** Third Sector

**Ban the Box employer since:** September 2021



**Sector:** Public Sector

**Ban the Box employer since:** October 2022

### **How and when do they ask?**

Have you banned the box on all online and paper application forms across your UK operations? Yes  
Brisdoc will ask for an applicant's criminal convictions at the pre-offer and offer stage.

*"For many job applicants, one question blocks them from gainful employment. A single question, often posed as a checkbox on the front of most job applications, that asks about an applicant's criminal history. For many employers, it has become a way to weed out applicants before ever considering qualifications, education, and job history. In signing up to the national campaign from Business in the Community we are creating a fair chance for ex-offenders to compete for jobs. Having a job can reduce a person's chance of reoffending by up to 50% and BrisDoc Healthcare Services is offering people a chance to turn their lives around while helping to keep communities safer."*



**Sector:** Public Sector

**Ban the Box employer since:** February 2018

**How and when do they ask?** Bristol City Council is the first local authority to ban the box, and now do not ask about criminal convictions until a conditional job offer has been made.

*"Bristol is a place where the opportunities to share in the city's success are not evenly distributed and barriers exist that prevent some from fulfilling their potential. Our aim is to remove one of those barriers and send a message that we're interested in getting to know the person applying for the job first and begin our conversation there."*

**Marvin Rees, Mayor of Bristol**



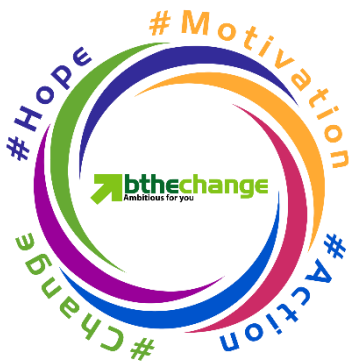
**Sector:** Education

**Ban the Box employer since:** May 2019

**How and when do they ask?** The Bloomsbury Institute have banned the box on all application unless posts involve frequent working with students with a disability or long term health condition. For this category of post, if an offer of employment is made, it will be conditional on providing an enhanced DBS. If any convictions are disclosed they make an assessment to determine whether the nature of their conviction would make them a safeguarding risk. This only applies to one post currently, it is made clear in the job description, and the cost of the certificate are reimbursed fully.

*"I'm delighted that Bloomsbury Institute has Banned the Box not only for students, but for employees as well. If our stated purpose - and the purpose of education - is to unlock potential, who are we to deny anyone the opportunity to rebuild their life because of a previous criminal conviction?"*

**John Fairhurst, Managing Director & Academy Principal**



**Sector:** Social Enterprise

**Ban the Box employer since:** January 2022

**How and when do they ask?** bthechange has banned the box in all recruitment, and has a clear DBS policy detailed in roles that include work with schools and vulnerable adults.

*We are extremely committed and proud of being an equal opportunities and diverse organisation, of which is demonstrated by our team who come from a multitude of backgrounds, with varied cultures, beliefs and sexual orientations. We truly are a company that represents society.*

**Josh Stunell, CEO**



**Sector:** Business Services

**Ban the Box employer since:** November 2021

**How and when do they ask?** It will be the very last stage of the recruitment process and the candidate will be given a fair opportunity to discuss.

*Business 2 Business have recently become a Disability Confident Employer and as such have taken huge strides towards ensuring a fair recruitment process for all which includes no one is treated less favourably on the grounds of the protected characteristics.*

*Ban the box is a great initiative to ensure employers are assessing candidates based on key criteria. Working and supporting various communities enables our team to ensure we are making the difference to lives everyday. We want to lead the way on our recruitment process and be a voice for other employers to follow.*

**Stephen Neal, National Partnerships Manager**



**Community**

**Sector:** Not for profit

**Ban the Box employer since:** July 2022

**How and when do they ask?** BS3 Community Development After interview as part of the provisional job offer.

*Signing up to the ban the box gives a message to potential employees that we aren't judgmental.*

**Aimee Wentworth  
Senior Operations Manager**

C



**Sector:** Media, Marketing and PR

**Ban the Box employer since:** February 2016

**How and when do they ask?** Cambridge University Press do not ask about criminal convictions until interview stage, when applicants are given form to disclose any convictions

*"Our purpose at Cambridge University Press is to unlock people's potential with the best learning and research solutions. We have a diverse workforce of 2,400 people working in 50 countries. We want to attract the best talent to help us deliver our mission, by giving all applicants a fair chance and by employing the best person to do the job."*

**Cathy Armor, Director for People**



**Sector:** Consulting, Transformation, and Digital Services

**Ban the Box employer since:** March, 2023

**How and when do they ask?** Capita ask post-interview for both volume and non-volume recruitment processes

*At Capita we believe that everyone should have an opportunity to join the business, irrelevant of background. By implementing 'Ban the Box' we hope this encourages everyone to apply and opens up new opportunities that could change lives. If the particular role they applied for isn't suitable, due to background, we will support them in finding alternative opportunities somewhere else in the business.*

**Scott Hill, Chief People Officer**



Proud to be part of the Impellam Group

**Sector:** Recruitment

**Ban the Box employer since:** NA

*"In our continued ambition to be the most trusted provider, partner and developer of people in technical recruitment, we continually work to be a responsible business that meets the highest standards of ethics and professionalism. We are therefore committed to Ban the Box and the fair treatment of our staff and candidates, regardless of offending background. We also recognise the contribution the employment of ex-offenders can*

**Business in the Community**

**How and when do they ask?** Carbon 60 asks for a declaration of criminal convictions after an offer of employment has been made. They make it clear to applicants and clients that this will be requested at a later stage of the recruitment process.



**Sector:** Education, Employment and Training

**Ban the Box employer since:** December 2020

**How and when do they ask?** Careers Programme Groups only asks about criminal convictions during the job offer stage or when a mandatory DBS check is required.

*make to tackle the UK's skills shortages in our markets."*

**Alex Downard, Operations Director**

*"Here at the Careers Programme Group (Careers PG), we strive for inclusion in all that we do and support this by offering more accessible and fair routeways into employment, via our employer-led pre-employment programmes. Each of our programmes are both created and refined in collaboration with our employer partners, whom are industry experts within their field. Our employability programmes are 'industry led' to ensure that all our job seekers are pretrained and placed into employment opportunities, based on what our employers feel they will 'really' need. What is even better, is that our learners naturally have a fairer chance at doing so by being a part of our programme. As you may have read by now, we strive to ensure that our programmes are inclusive whilst ensuring our training is truly 'fit for purpose'".*

**Joanna Butler, Co-Founder**



**Sector:** Retail

**Ban the Box employer since:** May 2017

**How and when do they ask?** Carpetright asks about criminal convictions before a formal offer of employment is made.

*"We've taken the decision to ban the box as we want to build a pipeline of talented colleagues from diverse backgrounds. We believe we can access a broader talent pool by being open minded about people's pasts and giving them an opportunity to become a valued member of our team. We also want to give back to the communities in which we work and have a positive impact on local people."*

**Lyn Rutherford, HR Director**



**Sector:** Charity

**Ban the Box employer since:** August 2019

**How and when do they ask?** Catch22 only ask a candidate to declare criminal convictions upon accepting a conditional offer of employment (except where our roles are exempt from the Rehabilitation of Offenders Act). By doing this, they ensure hiring teams are only assessing candidates on how closely they match the advertised person specification, to avoid conscious and unconscious bias from affecting hiring decisions.



**Sector:** Support Services

**Ban the Box employer since:** November 2014

**How and when do they ask?** Census Data includes questions about criminal convictions as part of the interview process.



**Sector:** Third Sector

**Ban the Box employer since:** April 2014

**How and when do they ask?** CRI only ask about convictions if they consider it to be relevant to the role. If this is considered to be the case, candidates will be informed that any job offer will be conditional to a disclosure. In some cases CRI consider it necessary to ask at interview stage,

*"We recognise that those involved in crime often feel trapped in negative patterns of behaviour and that this leads to repeat offending. We also recognise that employment is the best way to break this cycle and enable people to move forward and lead positive, fulfilled lives.*

*For this reason Catch22 is proud to support the Ban the Box campaign and is committed to providing a fair recruitment process that offers equal opportunities to all, including those with criminal convictions."*

**Christina Duru, Head of HR**

*"At Census Data, some of our very best people are currently employed whilst serving the remaining term of their prison sentence. We are committed to ensuring that our team is comprised of people from all different backgrounds. Once an individual's sentence is complete, they should be given equal opportunity to fully re-habilitate. Without removing the 'box' this is a very difficult feat to achieve."*

**Kelly Coombs, CEO**

*"CRI is pleased to publicly state our position on the recruitment of individuals who have previously committed offences. We believe passionately in people's ability to change and that individuals should therefore be judged upon their abilities, merits and strengths rather than on mistakes made or offences committed in their past. Employment is a key factor in people's social connectivity and ability to live independent and purposeful lives. We believe that our organisation is stronger for the breadth of talent we have within our ranks – drawn from a range of professional disciplines as well as*

## EMPLOYERS THAT HAVE BANNED THE BOX

however candidates will be informed if this is the case and will be given ample time and opportunity to discuss convictions in a confidential manner.



**Sector:** FM and Engineering

**Ban the Box employer since:** August 2021

**How and when do they ask?** Chapter Street does not ask about criminal convictions at any stage of their application process and the question has been removed from all job descriptions and vacancy postings. Questions about criminal convictions are only asked when there is a duty for example relating to vehicle insurers.



**Sector:** Third Sector

**Ban the Box employer since:** June 2017

*those who are experts through their personal experiences of recovery and rehabilitation."*

**Mike Pattinson, Executive Director**

*"Understand your own value, Value your own ideas, Maintain your own ideals*

*#IntegrityMatters*

*Your #sexuality #gender #colour #creed #race #religion #education #nationality #Past does not matter, All that matters is that you are the best version of yourself that you can be.*

*Together we are Human Beings, we all share one journey from birth to death, and that journey has millions of routes, but we live on One Planet, under One Sun, and One Moon (Forget what QI says on this) under One Canopy and Breathing One Air*

*You can be anything you want to be, achieve anything you want to achieve.*

*People can change, a criminal past does not have to equal a criminal future*

*And to those that have succeeded, have achieved, please hold a hand out, help someone else up, offer guidance, offer support.*

*Let's make Planet Earth a Better Place, a Cleaner Place, a Green Place and a Safer Place"*

**John Kirby, CEO & SPCo/R**

*"Choice Support are pleased to support the employment and rehabilitation of ex-offenders. The nature of our work means that recruits for jobs supporting vulnerable adults are required to obtain an enhanced DBS check, however, we do employ a significant number of people with criminal records*

**How and when do they ask?** Choice Support ask after interview.

*and are committed to recruiting more people with offending backgrounds. The nature of our work means that we are required to conduct a risk assessment before appointing anyone with a criminal record in a role supporting vulnerable adults."*

**Karlene Greenland, HR Advisor**



**Sector:** Health

**Ban the Box employer since:** July 2019

**How and when do they ask?** Chosen Care Group is a Health and Social Care Employer which means it is a mandatory requirement for them to perform a DBS check on every employee. As part of the DBS application they ask about previously spent and unspent convictions.

*"Chosen Care Group have put Ban the Box to promote equality and opportunities for everyone".*

**Sheela Anthony, Quality Compliance Consultant**

They employ staff with previous convictions by identifying the risk involved and measures are put in place to mitigate them in the future.



**Sector:** Third Sector

**Ban the Box employer since:** October 2015

**How and when do they ask?** Chwarae Teg do not ask about criminal convictions at any stage of the recruitment process.

*"We're very proud to support this campaign and help re-build lives - employment reduces offending by up to 50%, so it's in every community's interest to reduce the barriers to work for people with criminal convictions!"*

**Gemma Hughes, HR Partner**



**Sector:** Public Sector

*"The City & Guilds Group is a leader in global skills development, it works with education providers,*

## EMPLOYERS THAT HAVE BANNED THE BOX

**Ban the Box employer since:** February 2016

**How and when do they ask?** The City & Guilds Group do not ask about criminal convictions at any stage in the recruitment process.

*employers and governments in over 100 countries across the world, to help people and organisations develop their skills for personal and economic growth.”*

**Chris Jones, CEO**



**Sector:** Construction

**Ban the Box employer since:** November 2021

*CITB NI is fully committed to creating a diverse and inclusive workplace. We want to tap into every section of our society to attract the very best talent. We have long held the view that everyone deserves a second chance at life, recognising that being in employment is one of the best ways to prevent re-offending. That's why we are delighted to support this Ban the Box campaign*

**Barry Neilson, CEO**



**Sector:** Public Sector

**Ban the Box employer since:** October 2023

**How and when do they ask?**

Yes For roles that do not require DBS or that require National Security Vetting, applicants will be asked to declare criminal convictions after shortlisting, prior to interview.

We recognise the contribution that those with a criminal conviction can make as employees and volunteers and welcome applications from them

**PR and communications, Matthew Cooper**



### Civil Service

**Sector:** Public Sector

**Ban the Box employer since:** February 2016

**How and when do they ask?** On 8 February 2016 David Cameron announced his support for Ban the Box, stating that the Civil Service would be banning the box across all departments. Business in the Community is working with the Civil Service to help to implement this change.

*"They've done it in America – it's called 'ban the box'- and I want to work with businesses, including the many who've already signed up to the Business in the Community campaign, to see if we can do this here. And because I believe in leading by example, I can announce today that every part of the Civil Service will be 'banning the box' in these initial recruitment stages."*

**The Rt Hon David Cameron MP**



supporting voluntary organisations that work with offenders and their families

**Sector:** Third Sector

**Ban the Box employer since:** May 2017

**How and when do they ask?** Clinks does not ask about convictions at any stage of the recruitment process.

*"At Clinks we support voluntary organisations across England and Wales, but we also lead by example. Ban the box is a great way to show you believe that people who have been in the criminal justice system deserve to live their lives free from discrimination and prejudice. Everybody deserves the chance to change, a job is a vital step on that ladder and we won't allow people to be disadvantaged because of their past."*

**Anne Fox, CEO**



TEACHING TECH - CHANGING LIVES

**Sector:** Third Sector

**Ban the Box employer since:** March 2019

**How and when do they ask?** Code4000 provide a disclosure form to any successful applicant and offer positions conditional of their assessment of criminal records and receiving satisfactory references where necessary.

*"Around 50% of ex-offenders go on to re-offend at huge financial cost to the British tax payer and huge personal cost to the offender, their families, communities and society. We know that people who leave prison and find work are much less likely to re-offend and given the opportunity will work hard to prove their value as an employee."*

**Miranda Millward, Regional Director**



**Sector:** Recruitment

**Ban the Box employer since:** August 2021

**How and when do they ask?** Comensura does not ask candidates about convictions on our application form. They will ask during the interview process before a job offer is made. However, once a candidate discloses, a safe and fair risk assessment is conducted against the circumstances surrounding their conviction and the role being recruited.



**Sector:** Public Sector

**Ban the Box employer since:** June 2016

**How and when do they ask?** Concept Design Solutions only ask about criminal convictions where there is a contractual requirement to do so, and will only ask after the initial sift has taken place.

*"Comensura is a global recruitment managed services company, and part of the Impellam Group. We believe in second chances and want every colleague to feel welcomed into our family from the very first day.*

*Our commitment to recruiting socially excluded people does not stop at ex-offenders as we lead on a number of projects that support social mobility, such as apprenticeships, and actively encourage people with disabilities to apply for our positions with the help of WhizzKidz and Maximus.*

*A large majority of our clients hail from a range of social services including the public sector, healthcare and environmental management, meaning they too believe in our progressive recruitment practices to ensure everyone gets a fair chance.*

*We're proud to be a Ban the Box employer as we recognise the value people with convictions can bring to society, and we actively encourage all socially excluded members of society to apply to our roles."*

**Emma Buckley, Talent Acquisition Manager - Global Managed Services**

*"I have a record and have found problems with employment."*

**Paul Slater, Director**



**Sector:** Third sector

**Ban the Box employer since:** July 2021

**How and when do they ask?** Convenzis does not ask about criminal convictions at any stage of their application process.



**Sector:** Third Sector

**Ban the Box employer since:** April 2018

**How and when do they ask?** Conviction considers applicants' skills, experience and ability to do the job before asking about criminal convictions.



**Sector:** Retail

**Ban the Box employer since:** August 2020

*"Everyone makes mistakes, lead by others and does things without thinking first, no matter what your age*

*Everyone deserves the opportunity to move past this and show themselves what they are capable of*

*We work with prison healthcare and know what it means to these people, hearing their stories at our health and justice events."*

**Daniel Snape, Director**

*"Conviction is a new voluntary organisation aimed at seeking justice for those who have been failed by the criminal justice system in England and Wales. We feel that previous convictions should not be an obstacle to voluntary work or employment. On that basis, we have changed all policies to reflect our views and signed up to "Ban the Box" to show our dedication to ensuring fair recruitment policies whether that be voluntary or paid."*

**Ryan Jarvis - Founder & CEO**



**Sector:** Construction

**Ban the Box employer since:** August 2017

**How and when do they ask?** If security clearances are required, Costain asks at interview stage. However, in these circumstances, the job description will state specific requirements.



**Sector:** Public Sector

**Ban the Box employer since:** January 2020

**How and when do they ask?** Community Justice England make people a conditional offer of employment after they have successfully passed the interview, this is the stage where candidates will be asked about any criminal convictions.



**Sector:** Construction

**Ban the Box employer since:** November 2020

**How and when do they ask?** Will you ask about criminal convictions at a different time in the process

*"We aim to embrace the skills and attributes that everyone can bring to Costain by creating a fair, safe and supportive culture without discrimination, so that no matter who anyone is they have equal opportunity. We believe that our inclusive culture allows our people the freedom to voice their ideas and in turn encourages innovation."*

**Sally Austin, HR**

*"At every opportunity we strive to create fairness and equality in our workplace to create an inclusive culture where every person can add real value. Community Justice Scotland strives to bring on board the best expert for the role aiming to remove barriers for vulnerable groups and valuing lived experience."*

**Nina Rogers, Head of People**

*"Everyone deserves the choice to lead a crime free life"*



**Sector:** Consultancy

**Ban the Box employer since:** October 2023

**How and when do they ask?** Will you ask about criminal convictions at a different time in the process- so Yes As part of our compliance processes, which are mainly dictated to us by our end clients, we are required to undertake various criminal record checks, i.e. BPSS or DBS.

*ComX sees People with criminal convictions just like any other potential associate and we have noted once a person with a criminal conviction is given a chance to explain their past, they go on to thrive in their roles and progress. Our customers respond well when ComX demonstrate social value created from offering candidates with convictions, supported by detailed vetting and screening and conducting risk assessments to assess and minimise risk. Being a Ban the Box employer means ComX is recruiting future talent from a more diverse talent pool. People with criminal convictions come from all walks of life and may have faced discrimination all their lives. By giving someone a second chance, ComX has been contributing tackling social injustice and significantly increases our contribution to social value.*

**Emily Wells PR and communications**



**Sector:** Charity

**Ban the Box employer since:** November 2022

**How and when do they ask?** Yes, We will ask applicants to declare criminal convictions when they receive an offer of employment.

*"As a social justice charity, we strive to create fair opportunities for everyone, regardless of their background. Cranstoun job applicants are assessed on their skills, experience, potential, and alignment to our core values. We believe in second chances and attracting a diverse candidate pool."*

*Director of People & Culture*



**Sector:** Service Provider

**Ban the Box employer since:** February 2023

**How and when do they ask?** Once a job has been offered to an individual, Credas carry out a Basic DBS and therefore only unspent convictions will be flagged. Where flagged, our pre-employment screening policy makes clear that those with unspent convictions will not be automatically discounted but that all individuals will be given the opportunity to explain the conviction. Given the business we are in, most convictions are considered "low risk" and only those relating to identity theft or corporate fraud are considered "high risk".

*A conviction should not define an individual's ability to contribute towards an organisation's success*

James Grinnell, Group People Director



**Sector:** Construction

**Ban the Box employer since:** March 2016

**How and when do they ask?** Currie & Brown only asks about criminal convictions after a job offer has been made. For regulated roles in sites such as schools Currie & Brown are required to conduct criminal record checks; however these are only performed after an employee has joined the business.

*"We are proud to sign up to Ban the Box. This demonstrates our commitment to giving people a fair shot at employment without discrimination. For individuals with a criminal record, this move provides them with the opportunity to account for historic offences in a frank and open discussion. As a business, this prevents us from deselecting otherwise credible candidates, and gives us the*

### Cubiquity Media

**Sector:** Media, Marketing and PR

**Ban the Box employer since:** March 2016

**How and when do they ask?** Cubiquity asks about criminal convictions on a form sent to applicants after a job offer has been made. The conviction is then taken into account along with satisfactory references.

C U S  
T O M  
F R O  
N T S

**Sector:** Manufacturing

**Ban the Box employer since:** November 2021

**How and when do they ask?** Custom Fronts does not ask about criminal convictions during recruitment.

### Cyrenians

**Sector:** Third Sector

**Ban the Box employer since:** October 2018

**How and when do they ask?** Cyrenians have banned the box on all applications across their UK operations. However, they do have some regulated roles working with young people and vulnerable

*opportunity to have a two-way discussion around any criminal record."*

**James Grinnell, Group People Director**

*"Our commitment to positive recruitment activity is underpinned by our company's Equality Policy and we encourage all applicants who can be assured of an open, transparent and positive experience with applying for roles with our business."*

**Alison Deymond, HR Director**

*"At Custom Fronts, we believe giving each individual who applies for a role a fair chance is really important. We open our doors to any potential employee with a positive mindset and a willingness to learn."*

*"We are grateful for the knowledge, experience and skills that our employees bring to our business and extend opportunities to all whom apply to work with us."*

**Logistics & Projects Manager**

*"Cyrenians provide a range of supportive employability services in Edinburgh, the Lothians and Falkirk. We know from our casework that the road to employment can be long and arduous, particularly if you have experience of the criminal justice system. We also know that finding employment can be one of the biggest factors in preventing reoffending and rebuilding your life. We are proud to join Ban the Box, the employment of people with convictions not only makes good*

adults, all of which are required to be a part of the Protection of Vulnerable Groups Scheme.

*business sense but also enables us to become a more inclusive employer."*

**Ewan Aitken, CEO**

D

# Derventio

**Sector:** Housing

**Ban the Box employer since:** September 2021

**How and when do they ask?** Derventio Housing Trust takes a positive approach to people, and actively employ people with lived experience. This includes convictions. Around 70 - 80% of staff have some type of lived experience.

All staff must have a DBS check, and there is a separate page on the application form (as there is for the equality and diversity form) which explains our approach, and that a conviction will not necessarily bar the applicant from employment with us.

*"We believe people matter. We work hard to be flexible and shape our support around the more than a thousand people a year we house and help towards employment. The insight that staff with lived expertise bring is often something that can make a real difference. It means that the people we work alongside feel that they are seen and valued as they are, and as they hope to be going forward. This not only helps individuals to make progress, it helps us achieve our targets to that funders re-commission services, making a sound business case."*

**Jackie Carpenter, Assistant Director Strategy**



**Sector:** Management Consultants

**Ban the Box employer since:** April 2014

**How and when do they ask?** Destria Partners does not ask about criminal convictions in the first stage of their application process. At the point of making an offer of employment, the company will ask the applicant to disclose unspent criminal convictions.

*"Destria Partners activates ideas for good; and a good idea is not to have any unnecessary barriers to recruiting talent and for ex-offenders trying to re-enter the workforce. Our team has been and always will be recruited on abilities and fitness for the role, and any conversations about convictions will be had much later in the recruitment process."*

**John O'Brien, Co-Founder**



**Sector:** Consultancy

**Ban the Box employer since:** October 2020

**How and when do they ask?** Direct Access Consultancy does not ask about convictions at any stage of the recruitment process. However, they recruit for Access Consultants. They sometimes work in schools and police stations. When appointed people are offered the chance to apply for an enhanced CRB if they want to work with school or education clients. If they say no then no questions are asked and work is allocated that does not require CRB.

*"One of the best decisions we ever made was to employ someone straight out of prison – he is now part of the Senior Management Team and tripled the firm's turnover in just 18 months."*

*"We want people to know that we do not judge based on mistakes made previously. We have never asked about previous history and are joining Ban the Box to demonstrate this."*

**Steven Mifsud, Director**



**DYNAMICGROUP**  
RECRUITMENT SPECIALISTS

**Sector:** Recruitment

**Ban the Box employer since:** October 2020

**How and when do they ask?** Dynamic Group is committed to inclusive and fair recruitment. Dynamic Group have banned the box on all applications. A DBS check might be required as

*"At Dynamic, we believe that by banning the box we are able to give people the confidence and motivation to apply to work with us – they know they've got a chance because they will be judged on their skills, strengths and experience first, rather than their past."*

## EMPLOYERS THAT HAVE BANNED THE BOX

part of a vetting security stage for jobs within high security environments. When there is such a requirement, it will be clearly outlined in the job advertisement and description. We will review on a case by case basis any issues arising from a DBS check.

*We want to give people with convictions a fair and inclusive recruitment and the opportunity to compete for jobs on a level playing field."*

**Michael Cirstean, Managing Director**

### E



**Sector:** Retail

**Ban the Box employer since:** June 2019

**How and when do they ask?** East of England Co-op have banned the box on all paper and online applications. However, some roles do require a DBS check due to nature of their role such as Funeral, Security and home delivery drivers. DBS checks are also a mandatory aspect of Designated Premises Supervisor applications which all Food store managers will be required to get licenced for in respect of alcohol sales. We state that DBS checks will be required as part of appointment process. We will review on a case by case any issues arising from DBS process.

*"By opening up opportunities to those with criminal convictions we are able to access a wider talent pool. It also enables those who have made a mistake to have a second chance; that in turn will help the communities we operate in by enabling those individuals to make a positive contribution to the local community/economy and reduce re-offending rates."*

**Karen Hill, Head of HR Operations**



**Sector:** Energy

**Ban the Box employer since:** November 2022

One of our core values is 'Enerveo, where all are welcome' and the 'Ban the Box' commitment is a one way in which we truly live up to that value. Nobody should have their potential employment

## EMPLOYERS THAT HAVE BANNED THE BOX

**How and when do they ask?** Yes We will conduct pre employment checks on New Starters after verbal offer of employment has been made, these include a Basic DBS check for all roles however we will consider any unspent convictions on a case by case basis.

journey with us held back due to a box – it should be a conversation for exploration and understanding and that is why we are exponents of Ban the Box Job title:

Carolyn Reed - HR Director

### F



**Sector:** Third Sector

**Ban the Box employer since:** March 2016

**How and when do they ask?** Fair train asks about criminal convictions at interview stage, giving the opportunity for explanation.

*"Fair Train has recently started working with prisons to improve the quality of their work experience provision, through the national Work Experience Quality Standard accreditation. Providing prisoners with high quality training and work experience helps them to access employment opportunities on release, improve their life chances and reduce re-offending. Central to this process is employers seeing the potential in ex-offenders and giving them a second chance. That's why Fair Train is leading from the front and supporting Ban the Box."*

**Beth Gardner, CEO**



**Sector:** Construction

**Ban the Box employer since:** July 2021

**How and when do they ask?**

Farrans have removed the tick box from the initial job application form and has put in place a process to have conversations about convictions with candidates at an appropriate time.

*Our recruitment process provides all applicants with an approach which is free from discrimination. We believe that by Banning the Box we are allowing first impressions to be made based on skills, experience, talent, and potential. We want to ensure people with convictions have a fair chance at gaining employment. We have removed the tick box from the initial job application form that asks about criminal convictions, and we provide an open and non-judgmental opportunity to have this conversation in an honest way later in the recruitment process. This campaign has been very successful in England, and we are pleased to be part of the roll out in Northern Ireland. The construction industry has a wide range of roles to suit many different skill sets. We promote, advocate for, and encourage inclusion throughout the company. We have a fully representative workforce where everyone is supported with equal access to opportunities, and we are committed to identifying and challenging any barriers to roles in construction and civil engineering.*

**John Wilson, CEO Northstone Group**



**Sector:** Construction

**Ban the Box employer since:** April 2016

**How and when do they ask?** Farrelly Building Services does not ask about criminal convictions at any stage in their recruitment process. They signed up to the campaign after hearing about it from Interserve.

*"As we support the rehabilitation of women who have offended we see ban the box as part of that commitment to these women."*

**Gemma Fox**



**Sector:** Utilities

**Ban the Box employer since:** Sep 2022

**How and when do they ask?** Ferns Group ask about criminal convictions once a conditional offer of employment has been made.

*"We believe ex-offenders can positively contribute to society and our business. We want to be part of the solution and provide a second chance for those that otherwise would be excluded."*

**Andrea Young, Group HR Manager**



**Sector:** Infrastructure

**Ban the Box employer since:** December 2021

**How and when do they ask?**

FM Conway does not ask about criminal convictions during recruitment; they only ask in the new starter joining forms, once applicants have accepted the role.

*"Our aim is to create a workplace that offers fair opportunity to every person applying to us, regardless of background or conviction history."*

*FM Conway is committed to removing any barriers to application, ensuring that we create an inclusive environment that is reflective of all areas of society and affords all people the space and confidence to develop to their full potential.*

*We recognise that everyone in our diverse and ever-changing society can make a positive impact on both the communities we serve and the people we employ, and it is our duty to eliminate inequality in our business."*

**Ella Cole, Head of Recruitment**



**Sector:** IT Services

**Ban the Box employer since:** October 2021

**How and when do they ask?** Food Portal will ask about convictions after an offer is made and work

*"Here at Food Portal, we believe that all individuals are entitled to opportunities to earn, grow, and develop, regardless of previous offences. We strive to be an inclusive employer and believe that an individual's current attitude is more important than their history. We also believe it is our social responsibility to support those who have served their time to re-enter society in a supportive and productive way"*

**Dannii Hinds, CEO**

with the employee to assess the relevance of the offence to the role offered



**Sector:** Construction & Engineering

**Ban the Box employer since:** February 2022

**How and when do they ask?** During interviews and inductions

*Working alongside Fox Contracts has been a positive and seamless experience for NIACRO. This forward thinking employer has followed a best practice model and believes in rehabilitation and people's ability to move forward from offending to build a positive future. The company has been non-judgmental and shown understanding and acceptance of those from ex-offending backgrounds and can see the benefits of taking on the best person for the job based around their skills, knowledge, qualifications and experience. They have been flexible and listened to our client's needs therefore making their adjustment and transition journey back in to employment a very positive experience. We look forward to working with the company again in the very near future."*

**Deborah Burgess, Employment & Training Link Officer, Working Well, NIACRO**



**Sector:** Food manufacturing

**Ban the Box employer since:** March 2021

*We have worked with Business in the Community to employ ex-offenders prior to full release in the past -the programme was a good success and we believe everyone deserves a second chance where it is merited.*

**Lesley Otterson, Group HR and H&S Manager, Foyle Food Group**



### Freshfields Bruckhaus Deringer

**Sector:** Legal

**Ban the Box employer since:** January 2014

**How and when do they ask?** Freshfields only request information about unspent convictions once a job offer has been made, and convictions that are later disclosed will be assessed on a case-by-case basis. They have implemented a robust policy and process to consider the risk and relevance of any disclosed convictions to the firm. This process is handled by the HR team at the same time as pre-employment checks, and is the same for their regulated and unregulated roles.

*"The success of working with ex-offenders that was demonstrated through the Ready for Work programme gained support at senior level for the Ban the Box campaign, allowing us to integrate our commitment to corporate responsibility with our mainstream recruitment practises. By banning the box, we are ensuring that the same candidates that accessed support and opportunities via the Ready for Work programme are now able to compete on a level playing field through the firm's mainstream recruitment processes."*

**Philip Richards, Partner**



**Sector:** Technology

**Ban the Box employer since:** July 2018

**How and when do they ask?** During the application process, candidates are made aware that pre-employment checks are carried out, and these include a declaration from the individual in regard to criminal convictions. We are currently reviewing this process and whether we will restrict this to particular roles and/or accounts.

*"At Fujitsu we believe in the power of difference to create a better future for everyone. We aim to create an environment where everyone can be themselves and feel able to contribute to the success of the Company. If the candidate is talented, enthusiastic and keen to make a difference, they can succeed in our organisation."*

*"This means operating a fair recruitment process that offers equal opportunities to all, as well as providing the right training and development for people to succeed."*



**Sector:** Utilities

**Ban the Box employer since:** February 2021

**How and when do they ask?** Future Industrial Services Ltd. will only ask about criminal convictions if the applicant has applied to work on a site where a DBS check is required by the client.

*"Future Industrial Services welcomes and fully supports the Ban the Box initiative. We value hard work, commitment and a professional attitude over a person's past. By signing up to Ban the Box we will ensure that we do not discourage anyone from applying for a job with us and thereby risk losing out on good quality candidates because of a tick box. We assess job applicants"*

## EMPLOYERS THAT HAVE BANNED THE BOX

A small number of roles involve work on MOD sites and require a DBS check to access the site, this requirement will be made clear at interview stage and applicants will be given an opportunity to withdraw themselves from the process without disclosing the reason for withdrawal, if they know this will be an issue for them.

*on their merits ensuring that our recruitment practices give everyone a fair chance."*

**Gary Elliot, Group HR Manager**

G



**Sector:** Education, Employment and Training

**Ban the Box employer since:** July 2016

**How and when do they ask?** Genius Within CIC do not ask about criminal convictions until interview stage.

*"Here at Genius Within we are committed to celebrating individual strengths and promoting social inclusion. We strongly believe in rehabilitation and individual's capacity for change. Whilst we already employ several ex-offenders and actively work with offenders through NOMS CFO round 3 projects, we are always looking to continuously improve our recruitment processes to ensure equality of opportunity, so "Banning the Box" was a no-brainer in terms of value matching."*

**Kate Gilbert, Head of Business Development**



**Sector:** Housing and Homelessness

**Ban the Box employer since:** October 2015

**How and when do they ask?** Gentoo do not ask about criminal convictions until a job offer has been made.

*"At Gentoo we truly believe that our staff are the biggest factor in our business success. We are interested in the talent and passion of our employees and want each applicant to feel confident knowing their job success will be based on their ability. Joining the Ban the Box campaign means that all of our future employees will have access to a non-discriminatory application process that reflects our inclusive work ethic. Lifting barriers such as these will hopefully encourage more people to fulfil their career aspirations therefore improving their Art of Living and helping to tackle employment issues."*

**John Craggs, Acting Chief Executive**



**Sector:** Technological/environmental

*"At Genuine Solutions, we believe very much in second chances and that people should not be judged on their past mistakes providing they are*

**Business in the Community**

**Ban the Box employer since:** November 2015

**How and when do they ask?** Genuine Solutions does not ask about criminal convictions at application stage, but asks candidates to discuss any gaps in their CV at a later stage in the recruitment process.



**Sector:** Construction

**Ban the Box employer since:** September 2021



**Sector:** Surveyors

**Ban the Box employer since:** July 2016

**How and when do they ask?** Gleeds only asks about criminal convictions if there is a contractual requirement to do so. In this case they will ask about criminal convictions at interview stage, or after an offer is made.



**Sector:** Legal

**Ban the Box employer since:** December 2018

*genuine in wanting to turn their lives around. We realise that people may go down the wrong path for reasons open to them at the time and are keen to open up the choices to prove that there is a different way of achieving success for themselves. Very much like our business where we give technology waste a new lease of life, we believe we can do the same with people. If the applicant is keen to learn from past mistakes, has the ability and desire to change, there is no reason why they should not be part of our team."*

**Paul Crossman, UK Managing**

*Gilbert-Ash is committed to attracting, selecting, and retaining the best and brightest candidates on the basis of merit through a fair process that is free from bias and discrimination.*

**Maria Bradley, FR Director**

*"As an equal opportunities employer, Gleeds believes that all applicants should be treated fairly regardless of their background and history. All candidates should be assessed on the merits of their application and aptitude for the role, not by their past. Whilst we would expect potential employees to disclose relevant information during our interview process, we do not believe that a box on an application form should limit a candidate's progress in applying for a job with Gleeds."*

**Richard Steer, Chairman of Gleeds Worldwide**

*"Gowling WLG have committed to Ban the Box in order to address a key barrier to those who are marginalised and struggling to get into work. We recognise that ex-offenders can make a valuable contribution in the workplace and as a responsible business we want to take steps to ensure that we*

## EMPLOYERS THAT HAVE BANNED THE BOX

**How and when do they ask?** Gowling ask about criminal convictions as part of their post-offer vetting procedures.



**Sector:** Facilities

**Ban the Box employer since:** October 2017

**How and when do they ask?** Greenzone does not ask about criminal records. with the exception of a number of roles which require DBS checks.

*look at each candidate on their merits, focusing on their skills and potential and taking their conviction into consideration in a rounded, fair and measured way."*

**Lorna Gavin, Head of Diversity, Inclusion & Corporate Responsibility**

*"GreenZone supports Ban the Box demonstrating our commitment to being an inclusive employer and is evidence of our positive contribution to local communities and the wider society. We believe that, by banning the box, GreenZone are better able to consider convictions at a more appropriate and are able to give people with convictions a better opportunity to compete for jobs."*

**Steve Trew, Managing Director**



**Sector:** Facilities

**Ban the Box employer since:** October 2017

**How and when do they ask?** Ground Control will ask about criminal convictions at interview stage, allowing applicants to progress through the online and telephone screening process on the basis of their aptitude for the role.

*"Ground Control is a Company that are absolutely focused on "success" and welcome a wide range of talent, skills and experience to help us reach our goals."*

**Tanya Mear, People Director**



**Sector:** Third Sector

**Ban the Box employer since:** November 2021

"Having a recruitment process that promotes diversity and inclusion and removes barriers faced by people with a criminal record will not only provide a fair chance at finding employment which is vital if the Growth Company want to attract the best talent.

At the Growth Company we are championing inclusion and belonging so that every colleague, client and business benefits from an inclusive workplace that values diversity, rejects and

**Business in the Community**

**How and when do they ask?** The Growth Company does not ask about convictions until candidates have been offered a role.



**Sector:** Recruitment

**Ban the Box employer since:** April 2019

**How and when do they ask?** Whilst our job adverts do not ask about criminal convictions they clearly state that we recognise the value people with previous convictions can bring to society and an employer and that we actively encourage people with criminal convictions to apply.

Instead, candidates will be invited to declare their unspent convictions (or spent convictions if they relate to a position exempt under the Rehabilitation of Offenders Act) at the interview stage in the form of a written disclosure or, if they feel more comfortable, a verbal disclosure. We will also direct candidates to disclosure templates and the interview process on their website.

challenges inequality, pioneers change to improve all our lives. We are committed to creating a level playing field in which everyone is able to reach their full potential, free from the fear of exclusion or discrimination."

**Novlette Balela, Equality, Diversity and Inclusion Lead**

*"Guidant Global is a recruitment specialist who believes in attracting and securing a diverse workforce that represents the community around us. We are incredibly passionate about all aspects of Diversity and Inclusion and we believe that the current talent shortage and skills gap in the market can be resolved by recruiting a more diverse workforce. Ex-offenders are often unfairly overlooked and we believe that attracting and recruiting ex-offenders not only aids with the talent shortage but also supports our communities by assisting to rehabilitate individuals who are committed to positive change by introducing themselves into a mainstream working environment."*

**Nicky Hale, Head of Talent & Engagement**

H



**Sector:** Local authority

**Ban the Box employer since:** February 2020

**How and when do they ask?** Haringey Council will ask about criminal convictions once an offer of

*"In Haringey we value the diversity of our staff, their different backgrounds and experiences they bring, and actively seek to remove barriers to people who wish to join the council because they have something to offer."*

**Cllr Kaushika Amin – Cabinet Member for Corporate and Civic Services**

**Business in the Community**

employment has been made as part of the pre-employment checks.



**Sector:** Utilities

**Ban the Box employer since:** July 2018

**How and when do they ask?** Only after we are happy we have found and selected the most suitable candidate, we may ask the applicant to disclose any unspent convictions, if we feel would be beneficial to the position being offered.

*"All existing and potential new staff should be given an opportunity to move forward with their life. Everyone deserves to be given a second chance, as not all paths in life would be taken given another chance."*

**Steve Brands, Director**



**Sector:** Third Sector

**Ban the Box employer since:** July 2016

**How and when do they ask?** High Peak Food Bank advertise for people with broad life experiences so a criminal record is not usually a problem. Applicants are free to tell us about this in a way that suits them – discussion, on paper etc. separately to the application process.

*"We want employees with wide life experiences, for some people this might include previous criminal activity. We acknowledge that most often, having a job prevents criminality and that many people who have a conviction are keen to make a new start. It is important that employers recognise this and the fact that employees with a record are likely to be more loyal and want to demonstrate their capabilities because, against the odds, they've been given a chance."*

**Paul Bohan, Area Coordinator**



**Sector:** Facilities Management

**Ban the Box employer since:** February 2016

**How and when do they ask?** HorTech do not ask about criminal convictions at the first stage of recruitment, but instead ask at interview stage, when candidates are advised that they may need to undergo a DBS check.

*"The business case is that we accept that individuals may have made mistakes, however they should be entitled to a period of rehabilitation and should not be discriminated against because of this. We also acknowledge that we could be missing out on good qualified and experienced individuals who could do well within our business."*

**Duncan Jones, Director**

### Howard League for Penal Reform

**Sector:** Third Sector

**Ban the Box employer since:** November 2017

**How and when do they ask?** Howard League for Penal Reform only ask about criminal convictions when someone has been offered a role. If the role is regulated at this point they will require a DBS check.

*"The Howard League has banned the box because a person's criminal record should not define who they are. Neither should a criminal record impede pathways to appropriate employment. As the world's oldest penal reform organisation, we would be remiss to not support Ban the Box and we urge businesses to consider joining the campaign."*

**Andrew Neilson, Director of Campaigns**

## icenmedical

**Sector:** Third Sector

**Ban the Box employer since:** January 23 2023

**How and when do they ask?** Yes Some of our roles require the individual to have contact with children, and therefore a DBS check is required. If an applicant is shortlisted for the interview and assessment stages after their application, they will be required to declare any previous criminal convictions.



**Sector:** Manufacturing

**Ban the Box employer since:** March 2018

**How and when do they ask?** Icon Designs does not ask about criminal convictions.

*"We recognise people are our most important asset and therefore we have created a corporate ethos which provides opportunities to the people that are willing to participate in our growing success. It is therefore our intent to give everyone seeking to better themselves an opportunity to do so without any prejudice."*

**Shehzad Ahmad, Chief Development Officer**



28 North Street Industrial Estate, Droitwich, Worcestershire, WR9 8JB  
Telephone: 01905 794294 Facsimile: 01905 794296

**Sector:** Facilities

**Ban the Box employer since:** May 2016

**How and when do they ask?** Inderflame have never have a box, and only ask about criminal convictions once applicants have been shortlisted.

*"We are a forward-thinking organisation, we have never had a 'box' and take each candidate on their own merit. We believe in personal and professional change."*

**Rachel Mackenzie, Director**



**Sector:** Facilities Management

**Ban the Box employer since:** December 2013

**How and when do they ask?** Interserve does not ask about criminal convictions in the first stage of their application process for any roles. Only where it is a legal or contractual requirement do they ask at a later stage. They announced their support for BITC's Ban the Box campaign via a company-wide 'Good News Friday' newsletter on Friday 31st January and their Business Support Services Newsletter for February. This reaches a wide and diverse audience encouraging their peers and employees to find out about the Ban the Box campaign.

*"Interserve is proud of our equality and diversity credentials with people joining us from many diverse backgrounds. Ban the Box supports this culture and allows people to be assessed on their skills and abilities rather than pre-judged on their criminal convictions."*

**Scott Hill, HR Director**



**Sector:** Training provider

**Ban the Box employer since:** May 2016

**How and when do they ask?** Intuitive Thinking Skills supports people to move on from substance misuse and the criminal justice system, and all employees have a background of this sort. Intuitive Thinking Skills do not ask at the first stage of recruitment, however their roles are DBS checked.

*"As an employer who actively employs ex-offenders I find that generally they bring huge assets that are often not found in other areas of the workforce."*

**Peter Bentley, Director**



ISG

**Sector:**

**Ban the Box employer since:** September 2023

**How and when do they ask?** ISG do not ask about criminal convictions, unless a contract requires a DBS check in which case they ask before completing the check.

*"As an organisation, we are committed to creating new employment opportunities and championing this with our supply chain, to benefit communities in which we work, whilst helping develop current and future skills for our business and for the built environment."*

*Sarah McKinlay*

*Job title:*

*Group Talent Director, ISG*



**Sector:** Facilities Services

**Ban the Box employer since:** March 2014

**How and when do they ask?** ISS UK Ltd does not ask about criminal convictions in the first stage of their application process for any roles. In certain circumstances, or if it is required by a client, ISS UK Ltd will conduct checks of unspent criminal convictions once an offer of employment has been made.

*"Removing barriers which discriminate against talent of any type or background is good for the individual and good for business. Ban the Box is a great initiative that demonstrates business has a real role to play in reducing re-offending rates by judging people first on their skills and potential. Ban the Box helps promote a positive personal spiral based on improving self-esteem and a solid job. I would encourage all businesses to grasp the challenge and Ban the Box."*

**Richard Sykes, Chief Executive Officer**

J

# Jacobs

**Sector:** Professional Services

**Ban the Box employer since:** September 2023

**How and when do they ask?** All new staff must complete the minimum of this BPSS which includes a DBS/DS check before starting due to the sensitive nature of our Government work. While our HR teams do not see the outcome of these checks, the Security Vetting team do and any criminal convictions/disclosures will be assessed by them as part of the application process.

*"At Jacobs, we strongly believe in equal opportunities and the power of second chances. That is why we wholeheartedly support the Ban the Box campaign. We recognize that individuals with criminal records often face significant barriers when seeking employment, even if they possess the skills and qualifications necessary for the role. By embracing this campaign, we aim to create a fair and inclusive hiring process that focuses on an individual's potential and merits, rather than their past mistakes. We believe in providing opportunities for rehabilitation and reintegration, ultimately fostering a more diverse and compassionate workforce."*

**Kate Kenny - People & Places Solutions  
Senior Vice President and General Manager**



**Sector:** Business manufacturing & supply

**Ban the Box employer since:** April 2022

**How and when do they ask?** Jenkinsons offers the opportunity for disclosure at the final interview stage.

*"We banned the box to actively encourage people with convictions to apply for roles within our company. This has enabled us to provide full time employment to a person with a conviction. Since their appointment they have demonstrated high levels of motivation and performance, making it clear they value the opportunity their employment provides to get their life back on track. Employing a person with a conviction has contributed to the diversity and inclusion of our business. It has strengthened our market position as we can actively demonstrate to our customers, we are making a positive contribution to society."*

**Stephanie O'Keefe, Social Value Lead**

### **J.M.SCULLY** Ltd

**Sector:** Construction

**Ban the Box employer since:** March 2014

**How and when do they ask?** J.M. Scully Ltd will not ask about criminal convictions through their application forms or formal recruitment process.

*"J.M. Scully is an Equal Opportunities Employer and it is our policy that all persons have equal opportunity for employment and advancement on the basis of their ability, qualifications and suitability to do a job. The aim of the policy is to ensure that no job applicant or employee receives less favourable treatment. We believe that by banning the box this will allow us to recruit from a wider pool and all applicants will be judged on a level playing field."*

**Shirley Scully, Managing Director**



**Sector:** Engineering and Construction

**Ban the Box employer since:** February 2021

**How and when do they ask?** J Murphy & Sons will only ask about criminal convictions where they have specific client contractual conditions that dictate we must do so (e.g. projects that have a high degree of contact with the public).

DBS checks are also mandatory requirement for some roles where there are specific risks (e.g. some finance roles) – these checks are carried out where relevant and after acceptance of job by the candidate.

*"At J Murphy & Sons we are focused on becoming a great place to work where everyone, regardless of background, can feel secure and comfortable to be themselves - Banning the Box is an important step (and one of many) which helps us towards this goal."*

*"We are also committed to improving lives by delivering world class infrastructure projects, many of which are community focused and part of our legacy on those projects is to create lasting employment opportunities for people in those communities. This includes disadvantaged groups like ex offenders."*

**Dawn Moore, Group People Director**



*More than just a job*

*"Jobs 22 is committed to recruiting based on individual merit and being a leader in the industry that promotes exclusivity. To that end, Jobs 22 has adopted a policy of 'banning the box', which prevents any questions related to criminal convictions from appearing in our job application process. This allows all applicants to be evaluated on their skillset and experience, allowing us to make an informed decision about who is best suited for the role."*

**Sector:** Recruitment

**Ban the Box employer since:** March 2023

**How and when do they ask?** Jobs22 are required to do DBS checks. Individuals are able to submit a statement if they feel that something may be shown as part of their DBS checks

*We recognize that some of our roles involve working with vulnerable participants and thus take extra care when assessing any candidates with declared criminal convictions. We will thoroughly assess any potential risks associated with the role and make a decision based on the individual's skills, experience and qualifications.*

**Zuhrah Samin, Head of HR**



**Sector:** Construction

**Ban the Box employer since:** August 2015

**How and when do they ask?** J P Concrete will not ask about criminal convictions through their application forms or formal recruitment process.

*"JP Concrete are proud to be associated with ban the box. As a company we have an ongoing relationship with HMP Onley assisting with the rehabilitation and training of prisoners. We believe ex-prisoners should be given a fair chance when re-entering society and ban the box is an important step towards this."*

**Philip White, Director**



**Sector:** Manufacturing

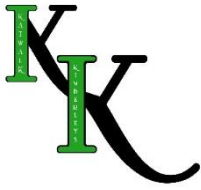
**Ban the Box employer since:** October 2018

**How and when do they ask?** JTI UK only asks candidates about unspent convictions once an employment offer has been made and reference information is being sought. At this stage, we gather more information and review this only in relation to specific role requirements.

*"Our commitment to inclusivity is a key part the culture at JTI. As a Global Top Employer for the past 7 years, we have created a workplace where everyone feels involved and respected. By finding out about unspent convictions later on in the recruitment process means we are able to get to know the person and build our understanding of what they could bring to our business rather than excluding them, at the early stage, on the basis of a box they have ticked."*

*Committing to the Ban the Box initiative is simply the right thing to do if we are to be a company which embraces diversity and inclusion in every aspect of our business."*

**Jason Melling, HR Director**



**Sector:** Social Enterprise

**Ban the Box employer since:** September 2018

**How and when do they ask?** Katwalk Kimberley's CIC banned the box on all online and paper application forms across our UK operations.

*"Katwalk Kimberleys CIC was set up to employ recovering addicts and ex-offenders - that is its main social aim. Katwalk Kimberleys was born out of the loss of two family members to substance misuse and thrives to help recovering addicts and ex-offenders back into the world of work enabling them to live a more positive, healthier and pro social lifestyle that prevents re-offending and returning to prison. As we are advocates for giving jobs to ex-offenders it makes sense to adopt the ban the box and have the green key logo on our application forms."*

**Abigail Fields, Managing Director**



**Sector:** Construction

**Ban the Box employer since:** December 2017

**How and when do they ask?** Kier do not ask about criminal convictions, unless a contract requires a DBS check in which case they ask before completing the check.

*"One of our core values as a business is integrity, we act ethically, honestly, morally and transparently – we do the right thing. Therefore, it is important for us to attract competent employees into our company from all backgrounds and walks of life. We take the view that past mistakes should not prevent someone from achieving their full potential."*

**Tom Finnegan, Business Development Director**



**Sector:** Construction

**Ban the Box employer since:** June 2019

**How and when do they ask?** They do not, nor have they ever asked candidates to provide information about criminal convictions on application forms.

*"At Kinnerton we believe in employing people based on their skills and experience and that*

**Business in the Community**



## EMPLOYERS THAT HAVE BANNED THE BOX

**Sector:** Food and Beverage

**Ban the Box employer since:** November 2014

**How and when do they ask?** Kinnerton Confectionery asks about criminal convictions once an offer of employment has been made. A form to declare unspent criminal convictions is sent out to new starters with the offer letter and contract of employment.

*everyone deserves a chance. We understand that people may have made mistakes, therefore should a conviction be declared by a candidate after the offer of employment, we can be confident that the conviction is considered without prejudicing the interview/job offer."*

**Lisa Martin, HR Operations Manager**

L

**lancashire**  
HOLDINGS LIMITED

**Sector:** Insurance

**Ban the Box employer since:** December 2014

**How and when do they ask?** Lancashire Group does not ask about criminal convictions in the first stage of their application process. After an offer of employment has been made, Lancashire Group carries out a criminal record check as part of general background screening. Senior positions within the company are regulated by the FCA and the same process for recruitment applies in these instances.

"Recruiting the right people for Lancashire is a high priority for the business and we promote the value of having a diverse workforce. We base all recruitment decisions on the ability of our prospective employees"

**Charles Mathias, Group Chief Risk Officer**



**Sector:** Support Services

**Ban the Box employer since:** September 2019

**How and when do they ask?** At the final offer stage we are required, as MOD Defence Contractors, to obtain security clearance for all our employees. At that point somebody from our security team will ask the individual in confidence if they have any criminal convictions with the assurance that it will not affect their offer of employment unless it has a material impact on

*"At Landmarc, our end goal is to try to find the best person for the job. We therefore believe that everybody deserves an equal opportunity and that having a diverse workforce brings a wide range of different and unique skills into our business. Banning the box from the first stage of our recruitment process will give us access to a wider talent pool, which can produce a great outcome for individuals, businesses and the wider community."*

**David Jones, Head of HR**

their ability to gain security clearance. This is the same for all of our prospective employees.



### Landsec

**Sector:** Real Estate

**Ban the Box employer since:** December 2013

**How and when do they ask?** Land Securities does not ask about criminal convictions at the first stage of their recruitment process. The majority of Land Securities' employment is through their supply chain and supporting disadvantaged groups who are furthest from the job market is a key priority in Land Securities' CSR strategy.

*"Land Securities seeks the most talented people as team members, who are representative of the communities in which we work. As such we seek to recruit from as diverse a pool as possible. Ruling anyone out from the beginning would not give us the wide range of applicants we are looking for."*

**Diana Breeze, Group HR Director**



**Sector:** Third Sector

**Ban the Box employer since:** February 2021

**How and when do they ask?** Leicestershire Cares has banned the box on all online and paper application forms. However, as they work with vulnerable young people, an enhanced DBS is required for the majority of the roles. They will give candidates an opportunity to let them know if anything will come up on this at the end of the interview, and to explain the circumstances surrounding any disclosures.

*"Leicestershire Cares strongly believes that providing people with convictions with meaningful employment opportunities makes our communities safer. As a charity that supports those who have or are at risk of offending, we are proud to a Ban the Box employers and hope other businesses will join us in providing fair opportunities to all members of our community."*

**Charlotte Robey-Turner, Head of Children and Young People**



**Sector:** Legal

**Ban the Box employer since:** April 2022

### How and when do they ask?

Legastat will not ask about criminal convictions through their application forms or recruitment process but, depending on the role, may ask at the interview stage and inform the candidate that they may need to undergo a DBS check. Legastat will work with the employee to assess the relevance of the offence to the role.

*Legastat believes that actual social value comes from a diverse, fully inclusive workforce. Removing the tick box enhances diversity and promotes social inclusion by opening recruitment opportunities to ex-offenders, employing people based on what they can achieve, and helping people get their lives back on track. Recognising that work helps reduce and break the cycle of re-offending and the associated costs to society. The employment of ex-offenders is viewed as a solution to potential skill shortages. We recognise that training and vocational certification, often obtained during a prison sentence, is an undervalued resource that we are eager to tap into.*

**Managing Director**

**Sector:** Communications

**Ban the Box employer since:** October 2014

**How and when do they ask?** Leo Burnett does not ask about criminal convictions at any stage of their application process, and worked with Business in the Community to create an awareness campaign called 'second chance'.

*"Leo Burnett have always supported attracting and nurturing the very best talent wherever it comes from. We very much value our employees as it is their creativity and ideas that help make our creative product great and make our agency culture unique. As a result of this we want to ensure we don't cut off any potential talent sources, and we therefore fully support Ban the Box and do not include or ask about criminal convictions on our application forms. We believe everyone should be judged on merit and their potential, rather than what may have happened in their past. Everyone deserves a second chance."*

**Rob Varcoe, Group HR Director and Sarah Bowmann, Group Talent Strategy Director**



**Sector:** Training

*At LFAS we want a wide range of staff to deliver the best training and medical services to our customers. We know that a criminal conviction can be a barrier, which is why we've committed to 'banning the box' to assess candidates on merit and skills first. Our safer recruitment processes remain in place to safeguard our customers, but this step enables candidates to have a fair opportunity to work with us, regardless of their background.*

**Ban the Box employer since:** April 2022

**Ben Robinson, Director of Operations**

**How and when do they ask?** Once interviewed, if successful, a candidate would be given a provisional offer of employment, subject to a criminal records self declaration (and for most roles a DBS check), along with other wider vetting, such as references, employment history check and qualification check, to meet BPSS level vetting.

## Linklaters

**Sector:** Legal

**Ban the Box employer since:** September 2015

**How and when do they ask?** Linklaters have banned the box from all application forms, and do not ask about criminal convictions at any stage in the recruitment process. Checks for regulated roles are carried out by the Solicitors Licensing Authority before applicants apply for a role.

*"Our goal is to foster a working environment in which individual differences are respected and valued, and everyone has the opportunity to excel. An important dimension of this approach is our support for Ban the Box, ensuring that every candidate is seen for what they offer now and not for moments in their past. We are working hard to overcome barriers to employment, whether they are absolute or perceived and Ban the Box is a visible and clear statement that we are delighted to endorse and employ."*

**Felix Hebblethwaite, Global Head of Recruitment and Resourcing**



**Sector:** Government Administration

**Ban the Box employer since:** September 2014

**How and when do they ask?** Liverpool Vision does not ask about criminal convictions in the first stage of their application process. At the point of making an offer of employment, the company will ask the applicant to disclose unspent criminal convictions. Roles are carried out by the Solicitors Licensing Authority before applicants apply for a role.



**Sector:** Financial Services

**Ban the Box employer since:** August 2019

**How and when do they ask?** Lloyds Bank have removed the criminal convictions disclosure box on all paper and online job applications. The process for regulated roles is exactly the same as vetting takes place after an offer has been made.

*"At Lloyds Banking Group inclusion and diversity is central to our business success. Many people can inspire in different ways. There are those who strive to change our world for the better and those who overcome challenges to succeed when the odds are against them. We value the unique differences that people bring to work every day and we're working hard to ensure Lloyds Banking Group is inclusive for everyone."*

**Michelle Blayney, Chief Talent & Culture Officer**



**Sector:** Transport

**Ban the Box employer since:** August 2022

**How and when do they ask?** LNER only asks after a job offer has been made

*"We are committed to adopting this campaign to show that we are an inclusive employer who are focusing on getting the right people into our roles. We want to give a fair opportunity of employment to everyone and treat all our colleagues as individuals. We live by the value 'always care' and want to promote equality within our recruitment processes."*

**Claire Ansley, Customer Experience and People Director**



**Sector:** Third Sector

**Ban the Box employer since:** August 2022

**How and when do they ask?** London Wildlife Trust will only ask about criminal convictions for roles deemed necessary, for example, where the role may involve working with children. They will only ask at conditional offer stage before conducting an enhanced DBS check. Criminal convictions will not automatically exclude someone

*"London Wildlife Trust are committed to giving ex-offenders a fair chance and equally, removing any barriers to hiring the best person for the job. We strive to continue to build an organisation of talent who contribute diverse thought and experiences. We embrace diversity regardless of past mistakes and we believe everyone deserves the opportunity to develop and succeed, and enjoy a London alive with nature."*

**Gordon Scorer, CEO**

## EMPLOYERS THAT HAVE BANNED THE BOX

from working with us; any previous convictions will be risk assessed depending on their nature and the position applied for.



Learning | Training | Employment

**Sector:** Education

**Ban the Box employer since:** October 2023

**How and when do they ask?** Yes We ask applicants to complete a criminal record self declaration form following interview and according to the requirements of the DBS code of conduct.

*We are delighted to sign up to 'Ban the Box' as it aligns to our Group mission which is to 'Improve lives and economic success through learning and skills.' As a Group we already successfully provide prison education, plus further & higher education, apprenticeships and online learning. We provide opportunity for thousands of ex-offenders every year to change their lives and secure employment through our Novus business. We also want to attract the best talent to our own organisation and are committed to an open and fair recruitment process.*

*Given our education provision in prisons, this is a natural progression in our recruitment processes to enable a fairer and more supportive system which is accessible to all, and which removes any unnecessary barriers to enable ex-offenders to thrive and prosper.*

*The LTE Group have already banned the box for applications across the UK, however accreditation will help to formalise this further. As an organisation using the Disclosure & Barring checking service ("DBS") to assess applicants' suitability for positions of trust, LTE group complies fully with the DBS Code of Practice and aims to treat all applicants for positions fairly.*

**Job title:** Paul Taylor

**Director of People and Talent**

M



**Sector:** Construction

**Ban the Box employer since:** October 2014

*"Our business believes that every person deserves a second chance in life. We have living proof this*

**How and when do they ask?** Macs Plasterboard Systems will not ask about criminal convictions through their application forms or formal recruitment process.



**Sector:** Food and drink

**Ban the Box employer since:** December 2018

**How and when do they ask?** Manor Fresh has never asked about criminal convictions during its application process. We would only ask candidates to explain gaps in their CV during second interviews for senior roles.

*can happen and assist candidates into a better life."*

**Tom McLoughlin, CEO**

*"Here at Manor Fresh we believe all candidates should be treated with dignity and decency. We accept that sometimes people make poor decisions, but also, we know that people can learn from these mistakes and they want to move forward with their lives if they are given the right opportunity. All our candidates are assessed on the merits of their application and their aptitude for the role, not their past."*

**Mandy Baker, HR Officer**



**Sector:** Construction

**Ban the Box employer since:** October 2018

**How and when do they ask?** Marlborough Highways have banned the box across all paper and online applications across their UK operations.

*"Marlborough Highways prides itself on its recruitment and retention process. As an equal opportunities employer, we seek people with the attitude and aptitude to help us deliver work to our clients. We have an in-house programme to develop our people's skills which allows us to give anyone the opportunity to gain competence and solid qualification in Highway Maintenance. Our staff are from all walks of life which adds to the richness of our Company and don't see people's past as a barrier to their future. We want to be 'the people that people want to work with'."*

**Matthew Revell, Managing Director**



**Sector:** Product Design and Procurement

**Ban the Box employer since:** April 2014

*"After a 'Seeing is Believing' visit to HMP Brixton, it was clearly evident that getting offenders back into work was a top priority if we want to see national crime rates fall. Banning the box is the first step in creating opportunities for ex-offenders and will*

**Business in the Community**

**How and when do they ask?** Matrix APA Ltd does not ask about criminal convictions at any stage of their application process.

*make the critical difference to the employment prospects for many thousands of people leaving prison. Our own culture focuses heavily on fairness and the opportunity for a second chance; we all make mistakes in life, some bigger than others, but we believe those who fall hardest need the greatest amount of help. Being part of Ban the Box helps in a big way to achieve this."*

**Charlie Bradshaw, Managing Director**

**MAXIMUS** | United Kingdom

**Sector:** Support services

**Ban the Box employer since:** April 2019

**How and when do they ask?** Maximus deliver assessments & support to a multitude of customers who may be deemed to be vulnerable and hence certain roles will require set legislation. All declarations of convictions are reviewed on an individual case by case basis and are asked about during telephone interviews.

*"At MAXIMUS, we understand the transformative effect of employment and the importance of an inclusive workplace.*

*While acknowledging the sensitive nature of our work, we are committed to Ban the Box. Our action should give individuals who have prior convictions confidence that their application will be judged on skills and experience, rather than a tick box about their past.*

*As a business our programmes support thousands of individuals each year in to sustainable employment. To do this, we regularly work with employers to help them understand why more inclusive recruitment processes, including for ex-offenders, make real business sense, widening their access to talent."*

**Keith Luxon, UK HR Director**



**Sector:** Third Sector

**Ban the Box employer since:** December 2021

*"Heart of England Mencap is committed to supporting the Ban The Box campaign and ensuring our recruitment processes are fair and based on assessing people's values and skills. Through this approach we believe we will open up more employment opportunities for people that may have previously been excluded. We are engaged in caring for people and do require an Enhanced DBS, however there are situations where we can assess the risk and we will be transparent and open with all candidates where this is required."*

**How and when do they ask?** Mencap does not ask about convictions on job applications. Their roles involve work with vulnerable adults and when an offer of employment is made they ask the candidate to complete a DBS form which asks if they have any criminal convictions.



**Sector:** Education

**Ban the Box employer since:** April 2021

**How and when do they ask?** Maximus deliver assessments & support to a multitude of customers who may be deemed to be vulnerable and hence certain roles will require set legislation. All declarations of convictions are reviewed on an individual case by case basis and are asked about during telephone interviews.

**Helena Wallis, CEO**

*"Milton Keynes College, as an open and innovative education provider with almost 30 years of experience working with learners in custody and through the gate, has a commitment to move beyond the box."*

*"We have a fair and transparent recruitment process. We are happy to embrace 'Ban the Box' as this supports us as an organisation to reflect our wider communities, increases opportunities, demonstrates our commitment and reflects our role as a socially inclusive employer."*

**Sally Alexander, Principal: Milton Keynes College (Prison Services)**



**Sector:** Education & Training

**Ban the Box employer since:** December 2021

**How and when do they ask?** Once an interview process has concluded and the candidate has been deemed suitable to be offered, the MTC HR team will undertake a security and vetting interview

- S&V interview will ask about criminal convictions

*"At MTC we want to deliver innovative skills-based learning that recognises people's lived experiences, helping them realise their full potential and reduce economic and social inequality. That's how we strengthen communities and transform lives. We will achieve this partially through hiring the right people to contribute, shape and lead our work which requires a transparent, open-minded, diverse and fair recruitment process which ensures our employee group reflects the communities we work in. By supporting the Ban the Box campaign we ensure we're removing barriers which may prevent this from being achievable and creating a culture that helps us deliver services to a diverse client group."*

**Ian Mulholland, Managing Director**

- If a criminal conviction is disclosed, a risk assessment will be completed (confidentially between the hiring manager and the operational departmental lead)
- The risk assessment conversation will start from the position of us mitigating any risk and aiming to employ the individual, with any barriers to employment fully explored



**Sector:** Technology

**Ban the Box employer since:** October 2015

**How and when do they ask?** MVF does not ask about criminal convictions at any stage of their application process.

*"MVF has never included a box for convictions on our application form, but we are now taking the positive step of joining the ban the box movement and making this part of our company policy.*

*We believe candidates should be considered for roles based on their talent and skills alone and everyone should have the opportunity to apply. We feel it is the responsibility of business to lead by example and be a force for good in the community, and this movement is something we are proud to be part of."*

**Titus Sharpe, CEO**



**Sector:**

**Ban the Box employer since:** September 2023

**How and when do they ask?** We ask potential workers to disclose relevant convictions as we are a security company deploying SIA licensed security staff.

*"The criminal justice system often procures unfair outcomes. Young people from less privileged backgrounds are criminalised in system that rewards law enforcement for acting punitively and predatorily. Social networks, lack of education and upbringing help to shape the minds of criminalised members of society leading to a downward spiral perpetuated by lack of job prospects when ex-offenders are trying to turn their life around. Helping reformed ex-offenders to make the transition to work offers a genuine, crime-free and sustainable future to those prepared to make this commitment"*

**Waqar Raza PR and communications**

## N



changing lives  
reducing crime

**Sector:** Third Sector

**Ban the Box employer since:** February 2014

**How and when do they ask?** Nacro does not ask about criminal convictions in the first stage of their application process. At the interview stage, once a shortlist of candidates has been created Nacro asks them to fill out a criminal record declaration form. This contains sufficient room for applicants to provide a written disclosure statement, which they can take along to the interview and hand to the panel.

*"Nacro believes that this campaign will help employers to consider applicants first and foremost on their merits; this should enable people who have put their criminal past behind them to get into work so they can become productive, financially independent members of society."*

**Lucy Anderson, Director of HR and Organisation Development**



**Sector:** Cultural institutions

**Ban the Box employer since:** March 2019

**How and when do they ask?** National Museums Liverpool ask whether an individual has any criminal convictions once they have been offered the role, as part of the new starter process.

*"At National Museums Liverpool we are committed to making our recruitment a fair process, which enables, and encourages, all suitable candidates to apply."*

**Laura Pye, Director**



*"NBC decided to ban the box for several reasons, we didn't feel the question was relevant to our decision making process when looking for a new*

**Business in the Community**

## EMPLOYERS THAT HAVE BANNED THE BOX

**Sector:** Support services

**Ban the Box employer since:** December 2013

**How and when do they ask?** NBC Bird and Pest Solutions does not ask about criminal convictions at the first stage of their application process. At the point of interview, the company will ask the applicant to disclose any unspent criminal convictions.



**Sector:** Third sector

**Ban the Box employer since:** September 2021



**Ban the Box employer since:** September 2021



**Sector:** Construction and utilities

**Ban the Box employer since:** April 2018

**How and when do they ask?** We currently ask about criminal convictions on the same New Starter form we capture data such as bank account details, emergency contacts and ethnic origin.

*team member. We assess them on many criteria with a focus on their ability now and so long as we felt that there was nothing that would prevent them from meeting our expectations as an employer now their past had little or no relevance."*

**John Dickson, Managing Director**

*NIACRO believes in focusing on people's talents and abilities first and then considering other information about suitability second. We took the box off our application forms many years ago and are delighted to be part of the official Ban The Box campaign in Northern Ireland*

*"One of the key aims of the Civil Service is to be truly reflective of the society it serves. As part of this, we have signed up to Business in the Community's Ban the Box Campaign. We only ask applicants for details of convictions at the point we make an offer of employment and therefore convictions are not considered prior to any assessment or interview."*

**Jayne Brady, Head of NI Civil Service**

*"At NMC, we fully support and embrace diversity and inclusivity. In a world of overused cliches, we're genuine in our belief that all people should be treated fairly, regardless of their situation in life. When it comes to recruiting talented people, what box? We have never had one! We have a duty to think beyond our company and extend a profound level of care into our communities, in order to support and nurture people into becoming valuable members of society. We hire people based on the*

## EMPLOYERS THAT HAVE BANNED THE BOX

However, we do not use this information and this form is only completed by people who have already accepted an offer of employment subject to satisfactory references. The form is currently under review and unless we begin to use that data is likely to be removed.



**Sector:** Utilities

**Ban the Box employer since:** May 2019

**How and when do they ask?** We will only ask for criminal convictions at the offer stage when we complete the suitable level of DBS check for the role being offered. We have roles that enter customer premises and therefore these require the suitable level of DBS check. As we are Utilities organisation, we are part of the National Infrastructure and therefore a number of our roles require different levels of security checks to ensure the safety of our assets and the service we provide.

*skills they bring and their potential to do a great job"*

**Karen Morris - HR Director PR**

*"Here at Northumbrian Water and Essex & Suffolk Water, we believe in recruiting people based on their skills and experience and that everyone deserves a chance to make a difference and support us in our Vision.*

*We appreciate and understand that people may have made mistakes in their past and that this should not restrict them from making a positive difference in their future. To support this we have banned the box so a conviction will only be declared by a candidate after the offer of employment, so we can be confident that the conviction is considered without prejudicing the interview or job offer."*

**Michael Moore, Resourcing Manager**

**nononsense**

...the straightforward approach to delivering events

**Sector:** Events

**Ban the Box employer since:** October 2018

**How and when do they ask?** They ask about criminal convictions as part of an informal chat as they work internationally and it can be difficult to obtain visas for those with convictions. If they are driving convictions, there may be restrictions to driving company vehicles but apart from that, there are no other reasons why we may not hire someone with a conviction.



## RIVERSIDE

Experts in Specialist Fleets

*We want to give people a chance to join our organisation from all backgrounds and give chances to those who have made the wrong decisions in the past.*

**Amber Greenhalgh, People Director**

**Sector:** Transport

**Ban the Box Employer since:** February 2023

**How and when do they ask?** NRG Riverside have banned the box on all online and paper application forms, and ask about criminal convictions once an offer of employment has been accepted.



**Sector:** Construction

**Ban the Box employer since:** July 2021

**How and when do they ask?**

Northstone NI Ltd have removed the tick box from the initial job application form and has put in place a process to have conversations about convictions with candidates at an appropriate time.

*Our recruitment process provides all applicants with an approach which is free from discrimination. We believe that by Banning the Box we are allowing first impressions to be made based on skills, experience, talent, and potential. We want to ensure people with convictions have a fair chance at gaining employment. We have removed the tick box from the initial job application form that asks about criminal convictions, and we provide an open and non-judgmental opportunity to have this conversation in an honest way later in the recruitment process. This campaign has been very successful in England, and we are pleased to be part of the roll out in Northern Ireland. The construction industry has a wide range of roles to suit many different skill sets. We promote, advocate for, and encourage inclusion throughout*



**Sector:** Third sector

**Ban the Box employer since:** July 2021

**How and when do they ask?** For certain roles at NWWC a DBS disclosure is required.

*the company. We have a fully representative workforce where everyone is supported with equal access to opportunities, and we are committed to identifying and challenging any barriers to roles in construction and civil engineering*

**John Wilson, CEO**

*"As we support the rehabilitation of women who have offended we see ban the box as part of that commitment to these women."*

**Gemma Fox**

### 0



**Sector:** Recruitment

**Ban the Box employer since:** September 2018

**How and when do they ask?** Offploy asks about criminal convictions at the interview stage. This is informal and not recorded. They ask the question to understand if the person has any unique lived experience or any further needs from a company that is advocating for more people to recruit people with criminal convictions.

*"Banning the Box was an obvious choice for Offploy. We want to access as wide a choice of talent as possible when recruiting people into our business. Having a criminal conviction does not affect someone's ability to work, deliver an amazing service and becoming a contributing member of our team and society. We are now urging more employers to Ban The Box and instead of asking 'Do you have any unspent convictions?' and expecting a response in two lines we instead ask a range of questions at the interview so we can assess a candidate's character over their conviction."*

**Jacob Hill, Managing Director**



**Sector:** Third Sector

**Ban the Box employer since:** May 2015

**How and when do they ask?** Only Connect have removed the tick box on all online and paper applications forms. Instead, they ask candidates to disclose unspent criminal convictions at interview stage, where they explore a candidate's knowledge of the criminal justice system.

*"Steady employment after prison makes a significant difference to reoffending rates. In today's day and age there is no room for discrimination. Some of our most valuable employees have been through the criminal justice system, and companies that discriminate are missing out on some of the most diverse talent out there."*

**Beth Murray, Public Engagement Director**



**Sector:** Education

**Ban the Box employer since:** April 2015

**How and when do they ask?** Community Interest Company On Course South West does not use application forms but instead accept video applications. In most cases they do not ask about convictions, but where a DBS check is required this is clearly advertised and only sought following an offer of employment.

*"Adult learning is about working in partnership with individuals to maximise opportunities and look forwards to the future. We recognise that every person brings a different dimension to the organisation and that to exclude individual talents on the basis of past actions will stop our organisation from fully representing our community. Safeguarding our learners is of course essential, however our recruitment process ensures that attitude and commitment have a chance to shine and that potential is not lost due to arbitrary judgements."*

**Heather Morris, Curriculum Manager and HR Director**



**Sector:** Recruitment

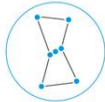
**Ban the Box employer since:** May 2022

*"As an equal opportunity employer, we at On track Technicians are committed to the removal of all barriers providing a fair and equal application for an opportunity to work in our organisation. The rail industry has a good record of being open to people from diverse backgrounds, including ex-offenders.*

*We do not want to lose out on talented hard-working individuals because of a tick box"*

**Darryl Irwin, Managing Director**

OrionGroup



**Sector:** Recruitment

**Ban the Box employer since:** January 2019

**How and when do they ask?** OrionGroup have banned the box across all online and paper applications.

*"As a family owned business and a recruitment service company, Orion appreciates the ethical and business reasons to maintain the broadest candidate resource pool possible. Challenging UK demographics and greater immigration restrictions provide a demanding environment to undertake our trade. Compounding the domestic resourcing difficulties further is a labour under-resource of over one million people and a certain reluctance for those requiring work to relocate, retrain or upskill. This is often not the case with individuals who are seeking a second chance or who have a point to prove following marginalisation through heavy handed and excessively narrow recruitment processes."*

**Ross MacRae, Group HR Director**

P



**Sector:** Legal

**Ban the Box employer since:** March 2019

**How and when do they ask?** Paul J Watson Solicitors ask about previous convictions before they make an offer to a successful candidate.

*"Our firm believes in inclusive practices and we welcome the opportunity of banning the box to make our process fairer. We are revising our recruitment process and will implement a recruitment of ex-offenders policy. As a law firm, we recruit Solicitors with clean practising certificates, which is reliant on convictions no more serious than minor driving offences, but as with other applicants, we will check this at the point of making a job offer."*

**Gemma Watson, Practice Manager**

**| P | E | N |**  
**OPTICAL**

**Sector:** Health and social care

**Ban the Box employer since:** April 2018

**How and when do they ask?** Pen Optical asks candidates about their criminal convictions and the circumstances surrounding them at the interview stage. They recruit optometrists, which is regulated by the General Optical Council (GOC). A conviction will not stop them working with individuals unless it impacts on their registration with the GOC or it means they are not allowed to work with prisoners.



**Sector:** Third Sector

**Ban the Box employer since:** May 2016

**How and when do they ask?** Prisons Org UK does not ask at any stage of recruitment.

*"As an ex-offender, and the founder and former Chief Executive of UNLOCK - the national charity for people with convictions - I know how important it is to give people that vital second chance. Equality we owe our employees a duty of care so it is important that before we appoint we ask about convictions that may put that at risk. If the conviction doesn't present a risk to the safety of others and is irrelevant to the job applied for we ignore it completely - and ask others to do the same."*

**March Leech, Editor**

## profusion

**Sector:** Marketing

**Ban the Box employer since:** November 2018

**How and when do they ask?** Profusion have banned the box across all their UK operations and will only ask about criminal convictions after an offer of employment has been made.

*"At Profusion we believe that everyone deserves a chance in life. We meet the person, not their past. Who you are now is far more important to us than where you have come from."*

**Darren Robson, CEO**



**Sector:** Housing

**Ban the Box employer since:** February 2021

**How and when do they ask?** The Property Block will not ask about criminal convictions at any

*"If ex-offenders are not given an opportunity to earn an honest living and become good citizens, then they will likely revert to crime, and that in no way helps individuals or society."*

## EMPLOYERS THAT HAVE BANNED THE BOX

point of the recruitment process. They do not hire for any regulated roles.

*It is counterproductive and irrational to not allow a person to live a productive life, then blame them for living an unproductive one."*

**James Anderson, Office Manager**



**Sector:** Third Sector

**Ban the Box employer since:** February 2017

**How and when do they ask?** Peer Power Youth only asks about criminal convictions after shortlisting candidates.

*"Peer Power Youth are committed to the recruitment of a diverse team, that reflects the diversity of our beneficiaries."*

**Anne-Marie Douglas CEO**



**Sector:** Legal

**Ban the Box employer since:** September 2021

**How and when do they ask?** Pinsent Masons have removed all questions around unspent convictions. Only new recruits that are required to complete a basic criminal record check for specific business and/or client requirements will be asked to disclose any unspent convictions.

*"We have 'banned the box' as part of our vision to harness the power of difference and the energy of belonging. We're championing inclusion and belonging so that every colleague, client and contact of the firm benefits from an inclusive workplace that values diversity, rejects inequality, pioneers change and challenges conventions to improve all lives. We are committed to creating a level playing field in which everyone is able to reach their full potential, free from the fear of exclusion or discrimination."*

**Jonathan Bond, Director of HR and Learning**



**Sector:** Public services provider

**Ban the Box employer since:** July 2018

**How and when do they ask?** PeoplePlus will ask the question at offer of employment stage once a suitable candidate has been identified after interview.

*"We are delighted to sign up to Ban the Box. As a provider of prison education and a probation service, PeoplePlus supports thousands of ex-offenders every year to change their lives and secure sustainable employment. We also want to attract the best talent to our own organisation and are committed to open and fair recruitment processes."*

**Kevin Rodger, Director of Strategy**



**Sector:** Recruitment

**Ban the Box employer since:** July 2018

**How and when do they ask?** Prestige asks all candidates about criminal convictions at the end of the interview so that they can manage which assignments to place people on based on their clients' policies. They do recruit for regulated roles, ensuring all candidates who meet the skills criteria are aware of DBS check requirements and disclose to the client, with the applicant's permission, only if and when necessary.

*"Prestige Recruitment Specialists recognise the valuable contribution people with convictions can bring to our society and actively encourage people who want to move on from their past mistakes to apply for relevant vacancies. To show our commitment, we are a 'Ban the Box' employer/recruiter with regard to staff who are employed directly by Prestige Recruitment Specialists, either on a permanent basis or in temporary roles."*

**Vicky Black, HR Manager**



**Sector:** PR and communications

**Ban the Box employer since:** October 2014

**How and when do they ask?** ProjectSimply will not ask about criminal convictions at any stage of their application process.

*"We believe that people should have an opportunity based on desire, skill and a good fit with a current position, not on historical blemishes. Inclusion and rehabilitation is an ongoing process brought about by acceptance, purpose and pride."*

**Christian Hill, CEO**



**Sector:** Recruitment

**Ban the Box employer since:** May 2023

**Will you ask about criminal convictions at a different time in the process? If yes, please state when you plan to do so:** NO



**Sector:** Engineering services

**Ban the Box employer since:** October 2021

**How and when do they ask?**

P&R Morson & Co. Ltd. Ask new employees at induction when they commence work.

*We work hard to ensure that our internal recruitment processes are inclusive and the Ban the Box campaign is a great representation of this. Everyone should have a fair chance to be considered for roles and we want to ensure we have removed as many barriers as possible. We want to be able to judge people on their skills and experience first and foremost and not create the opportunity for bias to play a part in the recruitment process. A lot of resources go into attracting and retaining employees and by not asking about criminal convictions we are opening up new talent pools and improving our retention rates. Equity, diversity and inclusion are also hugely important to us at Prospectus and we want to ensure that, across our workforce, we have diversity of background and lived experience. EDI should be about giving everyone an equal opportunity to achieve – banning the box removes a barrier for those with a criminal conviction which may prevent this.*

*Job title:* **Managing Director - Talent**

*"P&R Morson & Co. Ltd. are committed to creating opportunities for people from all backgrounds, regardless of historic mistakes. Everyone deserves a second chance and offering people from disadvantaged groups exactly this also offers P&R Morson access to a relatively large and untapped pool of skilled and talented people who are keen to get into employment. It is for these reasons, and many more which are far too numerous to list, that P&R Morson have already made the decision to 'ban the box.'"*

**Ian Grayson, Business Support Manager**

### Q



**Sector:** Utilities

**Ban the Box employer since:** February 2017

**How and when do they ask?** Quesera does not ask about criminal convictions at any stage, and actively seeks to employ ex-offenders.

*"We believe that people should have an opportunity based on desire, skill and a good fit with a current position, not on historical blemishes. Inclusion and rehabilitation is an ongoing process brought about by acceptance, purpose and pride."*

**Christian Hill, CEO**

### R



**Sector:** Training provider

**Ban the Box employer since:** November 2021

**How and when do they ask?** Where a DBS check is required, this is clearly advertised and sought following an offer of employment. At this point candidates are asked to declare any convictions. Once the DBS result is back a risk

*"We at Realise love having a diverse employee mix and want to balance that with giving an equal chance to all but keep our learners, employers, customers and workforce safe."*

**Lesley Rimmington, Quality & Compliance Director**

assessment is carried out by Senior Management and the Safeguarding & Wellbeing Manager.



**Sector:** Utilities

**Ban the Box employer since:** June 2016

**How and when do they ask?** Record UK does not ask about criminal convictions until the final interview stage, as DBS checks are required to fulfil some of their contract.



**Sector:** Recruitment

**Ban the Box employer since:** March 2018

**How and when do they ask?** The Recruitment and Employment Confederation does not have an application form but works with its recruitment agencies to ensure they do not ask for disclosures until after the first round of interviews.

*“Everyone should have a fair chance at finding a job, and people with criminal convictions are no exception. Employment is a crucial opportunity for people to take charge of their lives and break the cycle of reoffending. Failing to create these opportunities for people with convictions increases crime and costs society dearly every year.*

*Removing the barriers faced by people with a criminal record will not only provide these candidates with a fair chance at finding employment, but it also broadens the talent pool for recruiters and employers. Having a recruitment process that promotes diversity and inclusion, including of people with past convictions, is absolutely vital if businesses want to attract the best talent.*

*The recruitment industry has a key role to play in helping people into work, and we will continue to urge recruiters to take action to support people from all walks of life in finding employment. Recruiters are well placed to encourage employers to be as open as possible by raising awareness of inclusive recruitment initiatives like Ban the Box, an initiative we are proud to continue to champion since 2018.”*

**Neil Carberry, Chief Executive**

**Business in the Community**



### ReConstruct RECRUITMENT

**Sector:** Recruitment

**Ban the Box employer since:**

**How and when do they ask?** Reconstruct Recruitment work in partnership with HMPPS, the majority of their candidates will have criminal convictions and they are committed to sourcing employment opportunities for them.

"If we create opportunities for people with convictions and provide a stable working environment ultimately we are contributing to building better communities."

**Ian Perkins, Managing Director**



**Sector:** Food and drink manufacturers

**Ban the Box employer since:** March 2019

**How and when do they ask?** Redemption Roasters do not ask about previous convictions at any stage of the recruitment process.

"We hire ex-offenders as a matter of principle - they make great members of our team. We would thoroughly recommend hiring ex-offenders to other businesses."

**Max Dubiel, Director**



**Sector:** Education and employability

**Ban the Box employer since:** July 2018

**How and when do they ask?** Reformed Foundation don't ask about previous convictions at any stage of their recruitment process.

"We are an organisation that is committed to advancing the causes of ex-offenders we aim to be able to solve some of the problems ex-offenders face such as employment and housing, so we have signed up to Ban the Box because we do not ask about criminal convictions, we only employ ex-offenders"

**Tim Andrews**



**Sector:** Management consultants

**Ban the Box employer since:** September 2018

**How and when do they ask?** Reward Gateway have banned the box on all online and paper application forms across your UK operations.

*"Our ultimate mission is to make the world a better place to work. That means better, fairer and safer for all. We believe that through enablement, opportunity, agency and empowerment at work, we can create a fairer, more prosperous global society. For some, there are bureaucratic and systematic roadblocks that can get in the way when they try to enter or re-enter the job market, based on their circumstances or history. It might be that they have a criminal record, a lack of permanent address which makes applying for a job trickier for some than others. We have banned the box to remove blockers to entering employment and support those who want to return to work and because we're serious when we say, we want the world to be a better place to work. For everyone."*

**Rob Hicks, Group People Director**

# CARTER

**Sector:** Construction

**Ban the Box employer since:** June 2022

**How and when do they ask?** Only once the offer of employment has been offered, we will ask for disclosure of criminal convictions. The candidate is given the opportunity to explain the situation and the decision is made based on the relevance and risk within the role.

*"We believe everyone should be given an equal opportunity to compete for work opportunities. We assess candidates on their skills and abilities first. We have no preconceptions and strive to create a fairer, more diverse workplace, creating a sustainable business for the future."*

**Robert Aflatt, Group Company Secretary**

# RICOH

imagine. change.

**Sector:** IT

**Ban the Box employer since:** October 2014

**How and when do they ask?** Ricoh UK does not ask about criminal convictions in the first stage of their application process. At the point of making an

*"Ricoh UK pride themselves on being an employer of choice and have robust policies ensuring fairness and equality around employment: when we were asked to support the 'Ban the Box' campaign we put in place actions to remove the box from our recruitment process, Every time I support a ban the box event I feel inspired at the drive and desire of the individuals involved to take any second chance offered and prove they can move on and*

offer of employment, the company will ask the applicant to disclose unspent criminal convictions.

**Are there any roles that are exempt from these processes?** For regulated roles such as in field service operations, Ricoh UK will require spent and unspent convictions to be disclosed and request the appropriate DBS check prior to employment.

*be successful. By removing the declaration of convictions box from applications, Ricoh UK are able to judge individuals on their skills and abilities and not their past."*

**Phil Keoghan, CEO**



### roast

**Sector:** Hospitality

**Ban the Box employer since:** August 2014

**How and when do they ask?** Reformed Foundation don't ask about previous convictions at any stage of their recruitment process.

*"We see no need to highlight people's pasts and have a long-established commitment to working with ex-offenders. We have successfully recruited people with criminal convictions over many years and look to what role their future plays in ours."*

**Iqbal Wahhab, Founder**



**Sector:** Third Sector

**Ban the Box employer since:** July 2019

**How and when do they ask?** Rural Arts have banned the box on all application forms and will now ask when references are requested. However, they also employ a number of staff to work directly with children and vulnerable adults so they have adapted their recruitment process to make sure they are only requesting a DBS check when valid, and ensuring that opportunities where possible are flexible to accommodate those who may not be able to work with those groups.

*"Rural Arts is committed to inclusion, not only through the projects that we run but in the team that we employ. We see firsthand the impact that the arts and employment can have on a person's life and couldn't with good conscience provide that opportunity to a project participant and not to a potential member of staff. Talent is within all of us, but so is the ability to make mistakes. We support anyone and everyone that wants to make their life, and the lives of others, better."*

**Max May, CEO**

### SACYR

**Sector:** Construction

**Ban the Box employer since:** March 2021

**How and when do they ask?** Sacyr does not ask about criminal convictions at any stage of their recruitment process.



**Sector:** Construction

**Ban the Box employer since:** April 2018

**How and when do they ask?** Saint Gobain only ask about criminal convictions where it is necessary and relevant to the position being applied for. They are committed to ensuring that all candidates are assessed fairly and equally for the skills and experience they offer.

*"At Saint-Gobain we value the contribution of all of our employees, and strive to treat everyone fairly and equally. We also believe in 'banning the box', to ensure that we are able to initially give everyone an opportunity to be considered by Saint-Gobain based on the value they can offer our company."*

**Ieuan Male-Maltby, Recruitment Manager**



**Sector:** Not for Profit

**Ban the Box employer since:** August 2022

**How and when do they ask?** Saracens may ask about any criminal convictions if a DBS check is required. This does not necessarily mean you will not successfully pass our DBS process. All cases are discussed individually.

*"As an organisation who is passionate about criminal record reform we want to ensure we are giving everyone an equal opportunity to work with us. We run our Get Onside programme across two local prisons where we offer guidance and advice for participants on employability, so we are delighted to join such a forward thinking and positive movement. We work with prisoners nearing release who accept they have made mistakes and have paid their debt to society. We don't want a lack of employability opportunities be the reason they can't break this cycle. All we are interested in is employing the best candidate for the job"*

**Kieran Crombie, Head of Foundation**



**Sector:** Employment agency

**Ban the Box employer since:** March 2020

**How and when do they ask?** Seetec will ask about criminal convictions after a conditional offer has been made to the chosen candidate.



**Sector:** Support services

**Ban the Box employer since:** October 2018

**How and when do they ask?** Serco have banned the box in their applications across their UK operations. However, some of their roles require screening which involves a criminal record check – these are role and sector dependant.



**Sector:** Third sector

**Ban the Box employer since:** September 2014

**How and when do they ask?** Serenity Services will ask the applicant to disclose unspent criminal convictions when making an offer of employment. For regulated roles, where applicants will be working directly with children and vulnerable adults, they ask candidates about their criminal convictions and carry out enhanced DBS checks before an employment offer is finalised.

*"Improving lives, business and communities is the driving force behind every one of our services which is why it makes great business sense, as well as social sense to Ban the Box".*

**Sasha Ashton, Group HR Director**

*"We are firm believers that people should not be judged on the lowest point in their lives. Once someone has served their sentence they should be supported on their re-entry to society.*

*Having a proper job is a key part of helping them find their way back and crucial to preventing reoffending and that is why Serco, as a key player in the Justice sector is proud to be introducing the ban the box initiative and help ex-offenders find employment with us in one of our many public service contracts."*

**Julia Rogers, Managing Director – Justice**

*"The act of discrimination from a perspective employer will break the confidence, a high probability of ex-offender re-offending. Our aim is not only to improve an ex-offender's reading, writing, spelling and employability skills but to employ some ex-offenders for suitable positions within the organisation."*

**Andrius Remeikis, Trustee and Director**



### the SES GROUP

**Sector:** Recruitment

**Ban the Box employer since:** October 2017

**How and when do they ask?** SES Group is a recruitment agency providing staff for events. The company has a strong ethos of supporting ex-offenders into employment, and offers applicants the opportunity to disclose at interview.

*"As an ex offender myself and running my own company for the past 8 years, I have faced struggles as a result of having a conviction. I'm aware through that offenders with less skills, experience & those at the lower end of the academic or social ladder face a huge stigma. My company has proof that it does work and since opening, we've had roughly around 500 ex-offenders on our books throughout the years and lost a mere 2% of them back to reoffending, again proving that people do want to work."*

**Krista Brown, Recruitment Director**

## Sir Robert McALPINE

**Sector:** Construction

**Ban the Box employer since:** November 2018

**How and when do they ask?** Once an offer of employment has been made a candidate will be asked to declare any unspent convictions as part of their on-boarding process.

*"We believe passionately that everyone should be given a chance to shine in life. To this end we have committed to recruiting the very best people based on their aptitude, not their past. We focus on what people can offer now and, in the future, rather than looking back. This allows us to provide greater opportunities for people looking to start a new chapter in their lives. At Sir Robert McAlpine we treat one another like family, it is a value that runs through all we do and each decision we make, including recruitment"*

**Karen Brookes, Director of People and Infrastructure**



**Sector:** Third sector

**Ban the Box employer since:** June 2022

**How and when do they ask?** Shannon Trust will not normally ask about criminal convictions. However, some roles require security clearance from the prison service. For these roles, they will need to ask about any relevant convictions before an offer of employment is finalised.

*"Shannon Trust works with many people across the criminal justice system and beyond, supporting them to improve their basic literacy and numeracy skills. Developing those skills is critical in reducing re-offending and improving life chances, and our programmes help learners and mentors alike.*

*It follows, that as an employer and an organisation also working with volunteers and peer mentors, that we should take every step possible to encourage those with offending histories into employment. We support Ban The Box as an important part of this approach."*

**Ian Merrill, Chief Executive**



**Sector:** Third sector

**Ban the Box employer since:** October 2014

**How and when do they ask?** Shekinah Mission asks the applicant to disclose unspent criminal convictions at interview. This information will only be shared with the organisation's HR team and not the recruitment panel. For regulated roles, they will ask about spent and unspent criminal convictions, requesting the appropriate DBS check.

*"We want to recruit staff who can make a real difference to people's lives. People with 'lived experiences' can make a significant contribution to that but are often put off by barriers. Disclosure of convictions should be part of the conversation, but not the starting point."*

**John Hamblin, CEO**



**Sector:** Digital Marketing

**Ban the Box employer since:** May 2014

**How and when do they ask?** SiteVisibility Marketing Ltd does not ask about criminal convictions in the first stage of their application process. At the point of final interview, the company will ask the applicant to disclose any unspent criminal convictions.

*"To give people a second chance."*

**Jason Woodford, Chief Executive Officer**

# SOANE

BRITAIN

**Sector:** Retail

**Ban the Box employer since:** July 2022

**How and when do they ask?** Sloane asks about criminal convictions only once a job offer has been made.

*"We would like to create fair opportunities for ex-offenders to apply and compete for jobs"*

**Yuliya Audatseika, HR Manager**



**Sector:** Hospitality

**Ban the Box employer since:** September 2021

**How and when do they ask?** Social Pantry does not ask about criminal convictions on any application forms. They will ask prior to sending the offer letter to the candidate.

*"Alex's desire to work with people with convictions stems from her experience of school exclusion, and her resulting belief in the importance of second chances. The 'brand recipe' for Social Pantry contains five elements; understanding, enjoyment, fairness, sustainability and creativity. Social Pantry is an organisation committed to doing much more than is strictly necessary."*

**Charlotte Spencer, Head of Brand Marketing**



**Sector:** Recruitment

**Ban the Box employer since:** May 2015

**How and when do they ask?** Society does not ask about criminal convictions at any stage of their recruitment process.

*"We're strongly supportive of Business in the Community's Ban the Box campaign. Far too many people are being effectively excluded from the workforce by antiquated recruitment practices that screen them out before there's been a chance for the Hiring Manager to get to know them as a human being, to understand their journey, or to put their past into its full context. A small tweak to the way organisations select people for interview can remove this enormous yet invisible barrier, and will benefit both companies, employees and society at large."*

**Simon Lucas, Managing Director**



**Sector:** Support services

**Ban the Box employer since:** May 2015

**How and when do they ask?** Sodexo do not ask about criminal convictions at any stage in the recruitment process, with the exception of their Ministry of Justice roles which require that they ask at application stage, and their regulated rolls where a DBS check is carried out only if the candidate is successful.

*"Sodexo is proud to Ban the Box. As a services company working to improve quality of life across a variety of industries our most valuable asset is our people. We want to attract the best people and recognize that the tick box may have been keeping us from a very valuable pool of talent. In addition, as a company responsible for both prison and probation contracts, we understand how important employment is to rehabilitation. Ban the Box gives ex-offenders the opportunity to compete on a level playing field for employment."*

**Angela Williams, HR Director, UK and Ireland**

## SOUTHBANK CENTRE

**Sector:** Arts

**Ban the Box employer since:** June 2014

**How and when do they ask?** At the point of making an offer of employment, the company will ask the applicant to disclose unspent criminal convictions. Southbank Centre hire for some roles working with children or vulnerable adults. These roles require DBS checks; however Southbank Centre will not ask about convictions or initiate DBS checks until after an offer is made, aligning with their commitment to assess applicants' skills first.

*"Southbank Centre changes people's lives every day through encounters with art and culture. We are determined to make these encounters available to all regardless of background. By offering a fair employment opportunity to ex-offenders, we will increase the vibrancy and diversity of Southbank Centre. This will help us welcome the world to our much-loved site. We are proud to support Ban the Box."*

**Richard Buxton, Human Resources Director**



**Sector:** Third sector

**Ban the Box employer since:** April 2015

**How and when do they ask?** Sova highlights that it welcomes applications from ex-offenders, and explains that the regulated nature of many of its roles means a criminal record check may be

*"Sova believes that everyone has the capacity to change their life for the better. We also believe that to make those changes you often need someone on your side – someone who understands you and what you are going through."*

**Sophie Wilson, COO**

necessary. Sova therefore discreetly offers applicants the opportunity to confidentially discuss convictions before applying.



**Sector:**

**Ban the Box employer since: 31/01/2023**

**How and when do they ask?** Yes We ask for criminal convictions to be disclosed at the point of job offer and the process supplemented by a Basic DBS check that is designed to be confirmatory. We ask for an enhanced DBS for our programmes delivery/ coach team and in addition their employment is conditional on them clearing prison vetting to deliver courses in prison.

- *“Being a Ban the Box member is about living out our values. In our work supporting people leaving prison, we encourage employers to offer opportunities to people who have a conviction. Naturally it is important that we do the same. It isn’t about a diversity agenda but about recognising that people who have been in prison can thrive in and enrich any workplace. Employers can make a real difference by offering a chance to someone, ensuring that the individual’s punishment ends at the prison gate”*
- **Penny Parker CEO**



**Sector:** Marketing

**Ban the Box employer since:** December 2020

**How and when do they ask?** Standout Web Services will only ask about criminal convictions at the interview stage. They’ve made it their policy to ask at the end of interviews, as they truly believe in assessing people on their qualifications, skills and personality for each job role rather than their past.

*“At Standout Web Services, we truly and passionately believe people should be able to look forward to their future without having their past impede them. Everybody makes mistakes in life, but it is how you learn from them and move forward that matters. We want to encourage and support talent both in and out of the workplace to improve peoples professional careers and also their social lives for the better.”*

**Oliver Young, Chief Financial Officer**



**Sector:** Third Sector

**Ban the Box employer since:** June 2022



**Sector:** Property

**Ban the Box employer since:** March 2022

**How and when do they ask?** St Modwen conducts first and second interviews based on experience, suitability for the role and any other relevant information. At the offer stage they invite candidates to complete DBS screening and carry out risk assessments with the candidate.



**Sector:** Recruitment

**Ban the Box employer since:** February 2022

**How and when do they ask?** Stoix has banned the box on all online and paper application forms across your UK operations. They ask about a

*“Start360’s enduring mission is ‘Change Starts Here’ and our vision is for ‘Every Person Stronger’. As such we are very keen to Ban the Box as it matches with our organisational values. Start360 believe in positive change and that everyone is unique and capable of change. By Banning the Box it provides the opportunity for more individuals to realise this.”*

**Thomas Bennett, Corporate Services Manager**

*We are a responsible employer with a rich history of doing the right thing, investing in our people, and helping to boost wider industry skills. We have a strong culture as well as progressive policies in place which together help us to attract and retain a diverse and truly inclusive workforce. Cutting out discrimination is a key part of this approach and that’s why we’re proud to be banning the box.*

**Becky Cund, Head of HR Operations & Sustainable People Projects**

*We are proud to support the Ban the Box campaign. Adopting a fair approach to recruitment so candidates can be assessed on their merits and breaking down barriers so people from disadvantaged groups can find meaningful work benefits business. This includes tackling skills shortages, building new talent pipelines, improving retention rates and having higher productivity.*

**Rory McDermott, Co-Founder & Coach**

candidate's criminal convictions at the point of placement.



**Sector:** Architects

**Ban the Box employer since:** February 2015

**How and when do they ask?** Styles & Wood has removed the question about criminal conviction from job application stage and potential employees are only required to disclose convictions at a later stage where it is deemed a requirement by the client.

*"The Spencer Group recognises that everyone deserves opportunities and a second chance. We are a diverse and inclusive employer that encourages extraordinary people from all walks of life, backgrounds and challenges to join our team as we hire on skill, character and ambition, not previous mistakes."*

*"Our ethos has always been to employ talented people, regardless of gender, race, sexual orientation, background etc."*



**Sector:** Housing

**Ban the Box employer since:** June 2016

**How and when do they ask?** St Leger Homes only ask about criminal convictions if an applicant reaches application stage.

*"We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records. We only ask job candidates to tell us about 'unspent' convictions as defined in the Rehabilitation of Offenders Act 1974. We only take into account unspent convictions, when making recruitment decisions, where the 'unspent' convictions are relevant to the post. We select all candidates for interview based on their skills, qualifications and experience."*

**Linda Keeling, Head of Human Resources and Health and Safety**

surrey lifelong

learning partnership

**Sector:** Third Sector

**Ban the Box employer since:** April 2021

**How and when do they ask?** Thames Water will only ask about criminal convictions at pre-employment screening should it be required for the role

*"Having looked the website I see that this specifically relates to banning boxes relating to criminal convictions. I can't see why we shouldn't sign up to this if the effect is to help more deserving individuals to have the opportunity to secure work."*

**Nanette Chandler, Project Lead, Employment and Work-related Learning**

## T



**Sector:** Recruitment

**Ban the Box employer since:** August 2022

**How and when do they ask?** Teamforce Labour are in the process of setting up our Recruitment Department for the hire and placement of ex-offenders in the construction, rail and utility industry. The registration requirement will have no option to declare a record of criminal convictions. Disclosure will be requested in the event of the individual being offered the position. Once vetted as competent and job opportunity is confirmed.

*"Teamforce Labour are committed to equality, diversity and inclusivity and seek applications from all sectors of the community irrespective of gender, race, colour, nationality, ethnic or national origin, disability, marital status, sexual orientation, having responsibility for dependents, age, religion/beliefs, or any other reason which cannot be shown to be justified."*

**John McCarthy**  
Senior Operations and Resource Manager



**Sector:** Retail

**Ban the Box employer since:** September 2023

**How and when do they ask?** We ask at onboarding stage after an offer has been extended to the candidate. We've introduced full supporting process with the ability for supplementary evidence to be provided. All disclosures/submissions will be reviewed and considered on an individual basis with the understanding of the role that the person has been offered

*"At TFG London, we want to ensure we give the opportunity for an enriching career with us to as many people as possible. By banning the box, we're removing a potential barrier to work and not missing out on talented people. Through our fair, inclusive hiring approach and by hiring for potential and skills we enrich our colleagues, culture and business to achieve future success in an environment where everyone is valued and respected."*

**Gabrielle Johnson**  
Group Head of Talent



**Sector:** Utilities

**Ban the Box employer since:** July 2022

**How and when do they ask?** Thalia Waste Management do not ask about convictions in the application process. For some regulated roles a DBS check will be required.



**Sector:** Utilities

**Ban the Box employer since:** February 2021

**How and when do they ask?** Thames Water will only ask about criminal convictions at pre-employment screening should it be required for the role

*"We know having a diverse, inclusive, and engaged workforce benefits our customers and communities. By signing up to Ban the Box we hope to give people with past convictions the confidence to apply for roles within our business."*

*"We want to ensure all people have an equal opportunity to find a career within the water industry and we don't want to miss out on accessing untapped, diverse talent."*

*"Ban the Box will help us achieve this and we will ensure these future employees receive the right training and skills development so they can have successful and sustainable careers."*

**Lynne Graham, HR Director**



**Sector:** Utilities

*"Working in Partnership with Ban the Box to achieve the Thames Tideway Tunnel objective, we*

**Ban the Box employer since:** August 2016



**Sector:** Consultant

**Ban the Box employer since:** March 2021

**How and when do they ask?** TK-Advisory does not ask about criminal convictions at any stage of their recruitment process.



**Sector:** Training provider

**Ban the Box employer since:** March 2021

**How and when do they ask?** Total Training Provision do not ask about criminal convictions at the first stage of the recruitment process. If applying for any roles which will work with vulnerable children or adults, Total Training Provision will ask about criminal convictions in preparation for a DBS Check.



**Sector:** Housing

**Ban the Box employer since:** August 2015

**How and when do they ask?** Trafford Housing Trust was the first housing association to sign up to the campaign. They do not ask about criminal

*believe in providing opportunities to those from all backgrounds"*

**Julie Thornton, Head of HR**

*"It is shocking that in the 21st century, we choose to marginalise people who've made a mistake in judgement that led to a conviction. Everybody makes mistakes and everybody deserves a second chance. We fundamentally disagree with the concept that people who have a conviction should be stripped of all opportunities to rebuild their lives. We seek to provide them with an opportunity to rebuild and re-establish themselves as reformed, upstanding and contributing members of society."*

**Tarang Katira, Founder and CEO**

*"We work with individuals who have been in criminal justice system to train and retrain and support them into work and to positively progress with their careers and lives."*

**Lisa Hawksby, Managing Director**

*"People will have a fair chance to get to an interview based on their competency for a vacancy, rather than being excluded automatically because of a conviction unrelated to their ability to perform the role in question."*

**Matthew Gardiner, Chief Executive**

## EMPLOYERS THAT HAVE BANNED THE BOX

convictions at the first stage of the recruitment process. Candidates will be asked to disclose criminal record information at the point at which they are shortlisted.

### TRUE STORY

**Sector:** Media, marketing and PR

**Ban the Box employer since:** October 2013

**How and when do they ask?** True Story does not ask about convictions at application stage, but does address gaps in employment history at interview and have in place a full induction process and probation period. They feel that this is more relevant to manage the inherent risk of the recruitment process.



**Sector:** Third Sector

**Ban the Box employer since:** June 2021

**How and when do they ask?** Turning Tides does not ask about criminal convictions at application stage. They will ask successful applicants to complete a rehabilitation form during the onboarding process. This is to support the DBS application declarations.

*"We don't believe there is any merit in having a 'tick box' to screen out ex-offenders because we want to put the emphasis on skills, abilities and best fit for our company. We invest time in the recruitment, induction and probation process to give us the best chance of making this work. We're a relatively small company with around 80 employees but businesses like ours have a big role to play in ensuring people have the opportunity to compete."*

**Jayne Mayled, CEO**

*"Turning Tides is firmly committed to rebuilding the lives of those in our community, we support Ban the Box as we believe everyone should have a chance to realise their potential. Together we can challenge and change perceptions to ensure the door to employment is opened wide. Employment is a fundamental part of the journey out of homelessness and recruitment needs to be fair and accessible to allow for a diverse and empowered workforce that harnesses lived experience."*

**Sarah Bridger, Head of HR**

## U



**Sector:** Third Sector

**Ban the Box employer since:** February 2014

**How and when do they ask?** Unlock only asks about convictions once a job offer has been made.

At this stage, they ask applicants to complete a self-disclosure form. They may then arrange a discussion with the candidate. The rationale for this process is to ensure that the organisation only considers the convictions of the person they want to offer a position to. It also means that applicants who do not reach the final stage of the process do not have to disclose sensitive personal information unnecessarily. They have a clear policy on their website which sets out this process, so that applicants can have confidence in knowing how the recruitment process works.



**Sector:** Support Services

**Ban the Box employer since:** July 2018

**How and when do they ask?** Urbaser now only ask about criminal conviction at the offer of employment stage rather than on the initial application stage.

*"We believe that, by banning the box, employers are better able to consider convictions at a more appropriate stage in the recruitment process, and at the same time are able to give people with convictions a better opportunity to compete for jobs."*

**Christopher Stacey, Director (Services)**

*"We wish to attract new employees from the widest pool of applicants as possible, without prejudice or focusing on people's mistakes from the past"*

**Simon Pederson, Head of HR & Payroll**



UNIVERSITY OF  
**DERBY**

**Sector:** Education

**Ban the Box employer since:** September 2020

**How and when do they ask?** University of Derby will ask for this information to be provided once a conditional offer of employment has been made as part of the onboarding process.

*"The University of Derby is a modern university, we strive to empower people from all walks of life and are open-minded, with individuals given the space and support to develop and grow. By signing up to the Ban the Box campaign we can ensure our values are at the heart of our recruitment practices."*

**Aoine Kelly, HR Compliance and Immigration Lead**



**Sector:** Waste management

**Ban the Box employer since:** June 2022

**How and when do they ask?** Veolia will not ask about criminal convictions at any stage in across our recruitment process, with the exception of roles where it is required at application stage such and regulated rolls where a DBS check is carried out only if the candidate is successful.

*"At Veolia we have a positive history of working with ex-offenders. We believe that individuals should be offered opportunities based on their abilities rather than their past"*

**Beth Whittaker, Chief HR Officer**



**Sector:** Construction

**Ban the Box employer since:** September 2019

**How and when do they ask?** VGC group will always recruit based on skills and experience. They only enquire about previous convictions where this is required for security clearance purposes only. DBS checks are sometimes required where working in high security environments including nuclear power stations & airside at airports.

These requirements are clearly outlined in the initial job advertisement.

*"Asking about previous convictions is outdated and discriminatory and is removing a huge pool of potential skills, talent and experience that is required within the construction industry."*

*VGC group is fully committed to the 'Ban the Box' programme and our 'Go Beyond the Gates' programme actively works with prisons and charities to develop sustainable employment opportunities for those with previous convictions. This has resulted in economic independence, a reduction in re-offending rates, the promotion of social inclusion as well as a future skills pipeline for VGC."*

**Ciara Pryce, Group Director**



**Sector:** Construction

**Ban the Box employer since:** March 2021

**How and when do they ask?** Currently, for the majority of roles, candidates are not asked to disclose information on their criminal record until appointed, at which time details of unspent convictions are requested. When records are disclosed at this stage, colleagues in HR review this information and take a decision as to how it may affect the role and, as such, whether further discussion is needed with the Line Manager. Decisions about suitability are made on a case by case basis. In this sense, Via judges all candidates on their own merit and suitability for the role.



**Sector:** Utilities

**Ban the Box employer since:** February 2016

**How and when do they ask?** Virgin Trains does not ask about criminal convictions until an initial job offer has been made.



**Sector:** Utilities

**Ban the Box employer since:** November 2015

**How and when do they ask?** Viridor does not ask about criminal convictions at any stage in their recruitment process, to reflect a desire to build on strengths and not weaknesses.

*"At Via, we firmly believe in equal opportunities for all, an ethos that is reflected in our recruitment process. We strive to identify the best candidates for our roles based on the skills, experience and knowledge they possess and seek to support all employees in achieving their career goals. Signing up to Ban the Box reflect this fair approach and is something we are proud to be involved in."*

**Sally Smith, Head of HR**

*"We already work with people with convictions so banning the box seemed a logical step to take given our current work. We do not want to put people off applying for roles with us and would like to make our decisions based on where the candidate is now and what they can add to our business."*

**Kathryn Wildman, Lead Recruiter**

*"Viridor's objective is to be the UK's leader in renewable energy and resource management, with the customer and the heart of everything we do. We can only achieve this by having a first-class, talented, motivated and skilled workforce. We are not so interested in what you've done in the past but what you can achieve in the future. By building on your positive attributes and experiences, not those you regret. We have the opportunity to help each other to do things right, not do things wrong."*

**Simon Catford, HR & Regulatory Director**



**Sector:** Third Sector

**Ban the Box employer since:** September 2014

**How and when do they ask?** We do not ask applicants questions about previous cautions or convictions at the initial application stage to ensure that we comply with data protection requirements under GDPR/DPA 2018, and consider applicants, first and foremost on the grounds of their skills, qualifications, experience, values and ability to do the job.

A DBS check is only requested when it is both proportionate and relevant to the position concerned. For those positions where a DBS check is required, the recruitment information will contain a statement that a DBS check will be requested in the event of the individual being offered the position.

*"Walking With The Wounded supports the Ban the Box campaign because it is absolutely right. A past criminal conviction has no bearing on an individual's ability to do a good job today. It will reduce reoffending, give individuals a second chance and increase our access to the talent pool in the wider community. We as a collective workforce are proud to wholeheartedly adopt this policy."*

**Fergus Williams, Director of Operations PR**



**Sector:** Public Sector

**Ban the Box employer since:** September 2019

**How and when do they ask?** We will ask about criminal convictions and conduct DBS checks, in line with the Rehabilitation of Offenders Act (1974), at the point of conditional offer. A conviction will not automatically lead to withdrawal of an offer. We will consider candidates with convictions on a case-by-case basis, taking into account the role you are applying for, circumstances of the offence, how long ago it was and what has changed since then. You will have the opportunity to discuss the matter with us before we make a decision.

*"I am proud that the West Midlands Combined Authority is demonstrating true inclusivity and diversity in banning the box. We have worked with Business in the Community to understand what this would mean for us as a Combined Authority and how we take this movement and apply it to our recruitment processes. "We have become the first Combined Authority in the country to ban the box, and I would encourage other businesses and organisations in the public and private sector to consider doing the same."*

**Andy Street, Mayor of the West Midlands**



west midlands  
police and crime  
commissioner

**Sector:** Public Sector

**Ban the Box employer since:** September 2019

**How and when do they ask?** Questions about past criminal convictions are asked about at security vetting stage.

**WEST  
WAY  
TRUST**  
JOIN US

**Sector:** Third Sector

**Ban the Box employer since:** May 2018

**How and when do they ask?** The question about any criminal records is asked at the end of the interviews and any disclosures are reviewed for relevance to the role being recruited for.



**Sector:** Employability

**Ban the Box employer since:** April 2021

**How and when do they ask?** As WoodMor Foundation C.I.C. works with disabled, disadvantaged and vulnerable people, all employees are required to have a DBS check. Therefore, it is encouraged potential employees to

*"The Office of the West Midlands Police and Crime Commissioner has a history of supporting ex-offenders, through providing placements and working closely with the Longford Trust to give people another chance. We all have a responsibility to reduce crime and I will be continuing to call on businesses and other employers to do the same."*

**Waheed Saleem, Assistant Police and Crime Commissioner**

*"At Westway Trust we are committed to providing equality of opportunity for all our job applicants and to not deterring anyone from applying simply because of a past mistake. We want to ensure we attract the best candidates and make recruitment decisions based on the candidate's skills, abilities and potential. Signing up to Ban the Box clearly shows we believe in giving people second chances! We are committed to being inclusive and making positive contributions to the community. We have already attracted and employed staff who perhaps would not have applied if we requested details of any criminal convictions upfront."*

**Martin Parker, Head of Policy**

*"Banning the Box' highlights an antiquated recruitment process which looks to screen potential employees and is therefore discriminatory. Here at Woodmor we pride ourselves on being an inclusive organisation who wholeheartedly believes in Ranulph Fiennes' quote of 'Employ the Character, teach the skills'. As a responsible business we believe everyone deserves the opportunity of rehabilitation. Providing employment for an ex-prisoner could be life-changing for them, increasing their self-esteem and building self-confidence which in turn improves both their mental health*

disclose anything that they feel may be highlighted on a DBS or they feel would be relevant to the job as part of the final discussions.

*and their ability to provide for their family. Not to mention, providing us with loyal, dedicated, resilient employees. It's a win:win."*

**Matthew Wood, CEO and Founder**

# XO BIKES<sup>®</sup>

## THE GETAWAY BIKE

**Sector:** Manufacturing

**Ban the Box employer since:** April 2022

### How and when do they ask?

XO Bikes do ask for a record of convictions, because they are recruiting people with convictions. They ask for details to provide full support and also showcase the success of employees and to be able to link this to the sort of crime from which they were convicted.

They also need to understand if potential employees were sex offenders or arsonists as these are too high risk for us at present.

*"We are fully aware of the available talent in people who just need an opportunity. They might have made a mistake and have done their punishment - that punishment shouldn't be a sentence for life."*

**Rob Love, Founder / Director**

## Y

# Young Vic

**Sector:** Arts

**Ban the Box employer since:** October 2019

**How and when do they ask?** The roles in their Taking Part Team and their Company Manager role require DBS checks as they could be in contact with children and / or vulnerable adults without others present.

They only request for a disclosure once the position has been conditionally offered to the individual and only criminal convictions that would

*"Inclusivity and access have always been at the very heart of the Young Vic's mission. We believe it's imperative to give applicants fair opportunity to succeed when applying for a job and don't wish to discriminate based on a tick-box. The arts have a unique opportunity to unlock potential which is why during interview stage we want to meet the widest possible variety of candidates from as many different backgrounds as possible. The only criteria should be that they have the passion, skills and experience needed for the job. In regulated roles, where a DBS check is required, we will only ask about a criminal conviction once a conditional job offer has been made."*

impact being able to work with children or vulnerable adults would be taken into account.

**Despina Tsatsas, Executive Director**

### Z



**Sector:** Recruitment

**Ban the Box employer since:** June 2019

**How and when do they ask?** Zetter does not ask about criminal convictions at any point in their recruitment process.

*"We believe that candidates can have a past but this doesn't predict their future. Mistakes in the past don't have to mean mistakes in the future. We will always judge candidates based on their suitability for the role and not any criminal records."*

**Ursula Colman, Director**

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