

STAFF DISQUALIFICATION DECLARATION

This form is to be completed by all relevant staff and volunteers as part of pre-employment checks. [Additionally, we ask all relevant staff to complete this form annually.]

Full Name:

Address:

Please respond to the questions listed below and sign the declaration to confirm that there are no reasons why you should not be working with children. If you are unable to meet any of the following aspects, please disclose this immediately to the Head/Bursar/HR manager. The information contained in this declaration will be held by the School in strictest confidence and used as set out in the School's Recruitment Privacy Notice and Data Protection Policy.

Please circle yes or no against each point.

Your personal situation		
<ul style="list-style-type: none"> • Have you been barred from working with children (i.e. does your name appear on the DBS Barring List)? 	Yes	No
<ul style="list-style-type: none"> • Have you been cautioned for, convicted of or charged with certain violent and sexual criminal offences against children and adults, either at home or abroad? (Please see a list of the relevant offences set out in the Appendix below.) 	Yes	No

Care of children		
<ul style="list-style-type: none"> • Have your own children been taken into care as a result of the care provided by you? 	Yes	No
<ul style="list-style-type: none"> • Have your own children been the subject of a child protection order? 	Yes	No
<ul style="list-style-type: none"> • Have you had your registration cancelled in relation to childcare or children's homes or have you been disqualified from private fostering? 	Yes	No
<ul style="list-style-type: none"> • Are you 'Disqualified from Caring for Children'? 	Yes	No

I understand that you may contact any previous employer, local authority staff, the police, the DBS, or any medical professionals to share information about my suitability to care for children.

I will ensure that I notify my employer immediately if I live in a household where anyone lives or works who has been disqualified from working with children or from registration for the provision of childcare.

Signed

Date

For line manager:

I have reviewed the above and confirm that no further action is to be taken.

{Line Manager signature}

Date

OR

I have reviewed the above and the following action has been taken:

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Signed

Date action taken

Appendix: List of relevant convictions which can be found here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/384712/DBS_referrals_guide_-_relevant_offences_v2.4.pdf

Please note that due to changes in legislation, this list may not be exhaustive. If you have any queries or concerns, please contact the HR Manager