**Staff Disqualification Declaration**

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| **School** | **Trimley St Martin Primary School** |

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| In October 2014, the Department for Education (DfE) issued an update to its Statutory Guidance “Keeping Children Safe”. <https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/362919/Keeping_children_safe_in_education_childcare_disqualification_requirements_-_supplementary_advice.pdf>  This update requires schools which provide care for pupils under the age of 8, to ensure that staff and volunteers working in these settings are not disqualified from doing so under the Childcare (Disqualification) Regulations 2009. Reference: <http://www.legislation.gov.uk/uksi/2009/1547/schedule/3/made>  A person may be disqualified through   1. having certain orders or other restrictions placed upon them 2. having committed certain offences 3. living in the same household as someone who is disqualified by virtue of 1 or 2 above (this is known as disqualification by association)   **You are required therefore to sign the declaration below confirming that you are not disqualified under those Regulations from working in this school.**  If you fail to complete and return the form, this will be regarded as a disciplinary matter for staff, which may result in dismissal, or, in the case of volunteers, will mean that you can no longer work at the school.  A disqualified person is not permitted to continue to work in a setting providing care for children under age 8, unless they apply for and are granted a waiver from OFSTED.  Reference: <http://www.ofsted.gov.uk/resources/applying-waive-disqualification-early-years-and-childcare-providers>. Support will be provided with this process. | | | | |
| **Name** |  | **Post** |  | |
| Please circle one option for every question | | | | |
| **Section 1 – Orders or other restrictions** | | | |  |
| Have any orders or other determinations related to childcare been made in respect of you ? | | | | YES / NO |
| Have any orders or other determinations related to childcare been made in respect of a child in your care ? | | | | YES / NO |
| Have any orders or other determinations been made which prevents you from being registered in relation to child care, children’s homes or fostering ? | | | | YES / NO |
| Are there any other relevant orders, restrictions or prohibitions in respect of you as set out in the Schedule 1 of the Regulations ? Available from the school office or at the link below: <http://www.legislation.gov.uk/uksi/2009/1547/schedule/1/made> | | | | YES / NO |
| Are you barred from working with Children (Disclosure and Barring (DBS)) ? | | | | YES / NO |
| Are you prohibited from Teaching ? | | | | YES / NO |

Page 1 of 3

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| **Section 2 – Specified and Statutory Offences** |  |
| Have you ever been cautioned \*\*, reprimanded, given a warning for or convicted of: |  |
| * Any offence against or involving a child ? (a child is a person under the age of 18) ? | YES / NO |
| * Any violent or sexual offence against an adult, for example, murder, kidnapping, rape, indecent assault, or assault causing actual bodily harm ? | YES / NO |
| * Any offence under the Sexual Offences Act ?   <http://www.legislation.gov.uk/ukpga/2003/42/contents> | YES / NO |
| Any other relevant offence ?  Available from the school office or at the links below: <http://www.legislation.gov.uk/uksi/2009/1547/schedule/2/made>  <http://www.legislation.gov.uk/uksi/2009/1547/schedule/3/made> | YES / NO |
| Have you ever been cautioned \*\* reprimanded, given a warning for or convicted of any similar offence in another country ? | YES / NO |

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| **Section 3 – Disqualification by association** |  |
| To the best of your knowledge, is anyone in your household\* disqualified from working with children under the Regulations ?  \*household – includes family, lodgers, house-sharers, household employees  This means does anyone in your household have an Order or Restriction against them as set out in Section 1 or have they been cautioned \*\*, reprimanded, given a warning for or convicted of any offence in Section 2. | YES / NO |

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| **Section 4 – Provision of Information** | |
| If you have answered YES to any of the questions above you should provide details the below in respect of yourself, or where relevant the member of your household. You may supply this information separately if you so wish, but you must do so without delay. | |
| Name |  |
| Relationship to you (if not you personally) e.g. spouse / lodger |  |
| Details of the order, restriction, conviction caution etc. |  |
| The date(s) of these |  |
| The relevant court(s) or body(ies) |  |
| You should also provide a certified copy of the relevant order, caution, conviction etc or share original documentation (of which the school will take a copy). In relation to cautions/convictions a DBS Certificate may be provided. | |

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| \*\* cautions from before 6 April 2007 are not covered by the Childcare (Disqualification) Regulations, but should still be disclosed. |

Page 2 of 3

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| **Section 4 - Declaration** | | | |
| In signing this form, I confirm the following: | | | |
| * I understand my responsibilities to safeguard children. | | | |
| * I understand that I must notify my headteacher immediately of anything that affects my suitability to work with children, including any cautions, warnings, convictions, orders or other determinations made in respect of me, or a member of my household, that would render me disqualified from working with children | | | |
| Signed |  | | |
| Print Name |  | Date |  |

Page 3 of 3