

Netherhall School

An Ambitious, Caring Community



October 2023

Netherhall School Annual DBS Check

Dear provider,

I am writing to ask you to confirm that all individuals, (identified by wearing the your company uniform/Identity card and employed by your organisation hold a current enhanced DBS disclosure for Regulated Activity (i.e. with a barred list check) which allows them to work unsupervised with children in our school; have been assessed as suitable to work with or alongside children and, where relevant, **are not disqualified from working with children under the Childcare Disqualification etc. Regulations 2018**. You should also confirm that appropriate checks have been undertaken which confirms the individual's legal right to work in the UK. The responsibility for ensuring that appropriate individuals are employed to then work in a school setting rests with yourselves in accordance with DfE statutory guidance 'Keeping Children Safe in Education'. Records and details of the disclosure numbers should be retained centrally by you.

Please list below, details of employees **and** indicate whether:

1. the individual holds a DBS Disclosure;
2. the DBS Disclosure includes a check on the Children's Barred List.

This will allow us to determine when and under what circumstances reasonable supervision is required whilst being employed to work in the school.

As you may already be aware, in line with the Regulation 18 and Schedule 2 of the School Staffing (England) Regulations 2009 where you receive an Enhanced DBS Certificate which contains information for any of your employees, you are required to provide the school with a copy of the Certificate which contains information prior to offering the individual for employment in the school.

The date and details of your confirmation will be included in our Single Central Record of adults and others who work with children and young people. We are advised that your letter of confirmation will be sufficient to meet the requirements of the DfE statutory guidance 'Keeping Children Safe in Education' and those of Ofsted where Inspectors may request this confirmation at a Section 5/8 Inspection.

Should an individual's clearance status change in the future, I would be grateful if you could let me know so that we can amend our records accordingly.

Upon arrival at the school, all individuals will be required to produce photographic identification (where it is not provided by the company prior to employment). Please ensure your employees are aware of this requirement.

If you have any queries about this issue, please do not hesitate to contact me. In the meantime, I look forward to receiving your confirmation.

Yours sincerely,

Mr Dale Stephenson

Business Manager

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