**Childcare Disqualification Employee Declaration Form**

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Following statutory changes to the Childcare Disqualification Regulations, the Department for Education (DfE) have issued updated statutory guidance (Sept 2018) regarding the requirements and duties placed on staff working in schools.

A person may be disqualified through

1. having certain orders or other restrictions placed upon them (see Schedule 1 for full list <http://www.legislation.gov.uk/uksi/2018/794/schedule/1/made> )

2. having committed certain offences (cautions or convictions) (see Schedules 2 and 3 for full list <http://www.legislation.gov.uk/uksi/2018/794/schedule/2/made> and <http://www.legislation.gov.uk/uksi/2018/794/schedule/3/made> )

**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 may be regarded as a disciplinary matter, which may ultimately result in dismissal.

A disqualified person is not permitted to continue to work in a setting providing early years childcare to nursery or reception age children or later years childcare for children who have not attained the age of 8, unless they have been granted a waiver from OFSTED.

**School**

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| **Name** |

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| **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 relation to you as set out in Table 2 – see attached?

YES / NO

Are you barred from working with Children (Disclosure and Barring (DBS))?

YES / NO

Are you prohibited from Teaching?

YES / NO

**Section 2 – Specified and Statutory Offences**

**Have you ever been (a) convicted of OR (b) cautioned, reprimanded or given a warning on or after 6 April 2007 for:**

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?

YES / NO

Any offence under the Sexual Offences Act?

YES / NO

Any other relevant offence – refer to those listed in Tables 4 & 5 (see attached)?

YES / NO

Have you ever been cautioned, reprimanded, given a warning for or convicted of any similar offence in another country?

YES / NO

**Section 3 – Provision of Information**

If you have answered YES to any of the questions above you should provide details in respect of yourself. You may supply this information separately if you so wish, but you must do so without delay.

Details of the order, restriction, conviction, caution etc.

The date(s) of these

The relevant court(s) or body(ies)

**Section 4 – Declaration**

In signing this form, I confirm that the information provided is true to the best of my knowledge and that:

* I understand my responsibilities to safeguard children
* I understand that deliberately providing false information may result in disciplinary action being taken which may result in dismissal.
* I understand that I must notify my chair of governors / head teacher / manager 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 that would render me disqualified from working with children in future.

Signed

Print Name

Date

To be completed by the Head teacher / Chair of Governors

* I have reviewed the declaration provided and no further action is required.
* I have reviewed the declaration provided and the following action has been taken:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_