



To Partner Organisations and Agencies
engaged in work with children and
young people, schools and settings

Director's Office
London Borough of Merton
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My Ref: H:director:dhobbs\letters\0110\
Partner orgs re safeguarding

Your Ref:
Date: 21 January 2010

Dear Colleague

We wish to draw partner organisations' attention to the tighter guidelines on safeguarding for schools, which has become an Ofsted focus and which requires schools to be more rigorous in their monitoring of all those working in the school or setting who may have access to children and young people.

The document **Safeguarding Children and Safer Recruitment in Education** Paragraph 4.76 (P53) sets out the guidance regarding public sector staff.

"Individuals such as psychologists, nurses, dentists centrally employed teachers and other public sector staff will have been checked by their employing organisation, whether the local authority, Primary Care Trust or Strategic Health Authority. It is not necessary for schools or FE colleges to see their CRB Disclosure as appropriate checks will have been carried out. Schools and FE colleges will however want to check identity when an individual arrives to ensure impostors do not gain access to children."

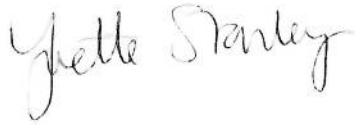
Where individuals are not public sector employees, schools need to have evidence that their employing organisations carry out similar checks.

The LA has provided a letter of confirmation to its schools in line with this guidance, which we have attached for your information and we would encourage partner organisations to adopt a similar approach ie writing to schools to explain their processes and provide photo ID to confirm identity.

Where organisations do not have these processes in place we suggest that they provide a contact who can confirm that appropriate employment checks have been carried out on employees visiting schools. Individuals should also

be aware that schools may insist on seeing evidence that successful checks have been carried out before they will be allowed to work in schools and settings.

Yours sincerely,

A handwritten signature in cursive script that reads "Yvette Stanley".

Yvette Stanley
Director of Children, Schools and Families Department



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To Headteachers of all Merton Schools

Direct Line: 020 8545 3251
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Dear Colleague

**Re: Safeguarding and Criminal Records bureau requirements :
confirmation of appropriate checks for staff employed by the Local
Authority whose work includes visiting schools and early years settings**

The safeguarding guidance for schools relating to Local Authority Employees is as follows:

Safeguarding Children and Safer Recruitment in Education.

Paragraph 4.76 (P53) explains the guidance regarding public sector staff:

"Individuals such as psychologists, nurses, dentists, centrally employed teachers and other public sector staff will have been checked by their employing organisation, whether the local authority, Primary Care Trust or Strategic Health Authority. It is not necessary for schools or FE colleges to see their CRB Disclosure as appropriate checks will have been carried out. Schools and FE colleges will however want to check identity when an individual arrives to ensure impostors do not gain access to children."

The Ofsted framework recommends schools have written confirmation from organisations that robust safeguarding and safer recruitment systems are in place. This letter comprises such confirmation.

This is to confirm that the London Borough of Merton undertakes the required employment checks for all staff (including SEN drivers and escorts, youth workers and mentors employed in the Youth Service) in their employment who visit schools, early years settings and colleges or have dealings with children and young people or deal with confidential data concerning children and young people. This includes all appropriate employment checks and an enhanced Criminal Records Bureau disclosure.

We further require that all staff are re-checked every three years, although we recognise that this is not a statutory requirement.

All LBM employees carry official LBM photo identification badges which are provided to confirm to schools and other agencies that they are subject to the safeguarding process as outlined above.

In line with the latest guidelines, and Ofsted's own practice, it is not necessary for schools to enter LBM colleagues' details on their Single Central Register once they have this written assurance.

Yours sincerely,

A handwritten signature in black ink that reads "Yvette Stanley". The signature is written in a cursive style with a large initial 'Y'.

Yvette Stanley
Director of Children, Schools and Families Department