

**Corporate Resources Department
HR Division**

Toni Compai
Director of HR

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To All Headteachers

Email: recruitment@derbyshire.gov.uk
Telephone: 01629 535118
Extension: Option 4
Ask for: Contracts Team
Date: 18 February 2015

Dear Colleague

Keeping Children Safe – Disqualification by Association

As you are already aware, the Department for Education and the Council have produced guidance in relation to the [DfE Statutory Guidance – Keeping Children Safe in Education](#). Not all schools staff are affected and the criteria can be found on the guidance issued by Children & Younger Adults HR via the link above. This will be updated if the DfE issue further guidance.

As a result of these requirements the following changes have also been made;

- The Schools Starters forms have been amended to request confirmation that relevant new starters have provided a satisfactory declaration.
- A paragraph will be added to the contract of employment for employees who are covered by the criteria to ensure continued compliance.

Please note that a contract of employment will not be issued without confirmation from the school that a satisfactory declaration has been received. The Contracts Team will contact schools for confirmation if this part of the starter form has not been completed.

If you would like to discuss this process further, please contact the Contracts Team on 01629 535118 Option 4 or email us at recruitment@derbyshire.gov.uk.

Yours sincerely

A handwritten signature in black ink that reads "Toni Compai". The signature is written in a cursive style with a horizontal line underneath the name.

Toni Compai
Director of HR