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Our ref TP/lf/

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Date October 2014

Dear Colleagues

### **Prohibition for Teaching**

The Authority will shortly be issuing revised guidance on the Single Central Record that schools are required to maintain and on recruitment and vetting checks.

In advance of the guidance, this letter is written to alert you to a requirement, where action may need to be taken at the current time.

Schools should note the addition of a 'prohibition from teaching' check to the list of information to be recorded on the Single Central Record. New recruits to teaching roles must be checked via the Employer Access Online Service to establish whether they are subject to a prohibition order, from the Secretary of State, which prohibits them from being appointed to work as a teacher in schools, sixth form colleges and 16 to 19 academies. Interim prohibition orders can also be issued. Schools need to register with Employer Access online at <https://www.gov.uk/teacher-status-checks-information-for-employers> and will then have access to the relevant information, including sanctions made by the General Teaching Council for England (GTCE), prior to its abolition in March 2012. In line with most pre-employment checks this check should be undertaken by schools themselves.

In addition to checking new recruits, schools are also advised to conduct the prohibition order check for teachers employed since the abolition of the GTCE, as a precautionary measure. A record that this check has been undertaken should be added to the school's single central record.

If you have any queries arising from this letter please contact the CAYA HR Advice and Guidance Team on 01629 535734.

Yours sincerely



**HR Service Partner**

Children and Younger Adults Department