

## Keeping Children Safe in Education (2023): DBS and Child Protection Checks for St Mary's University Trainee Teachers Attending School Placement

To whom it may concern,

The Department for Education (DfE) and Independent Schools Inspectorate (ISI) requires us as an ITT provider to ensure our trainee teachers undergo all relevant checks to confirm they are suitable to work with children.

In accordance with the following statement from the Department for Education:

'Providers should confirm in writing to schools that a non-salaried trainee's criminal record check, including a check of the children's barred list, has been completed and that the individual has been judged by the provider to be suitable to work with children. Providers are not required to provide any information to schools in addition to this confirmation.' (DfE, 2022, ITT Criteria – Supporting Advice, September 2022)

St Mary's University accordingly adopts the following approach to Keeping Children Safe in Education (2023) for trainee teachers while on placement:

1. St Mary's takes the role of employer in relation to ITT students, and it is our legal responsibility to ensure that DBS and all other related child protection checks are carried out. Responsibility in respect of a salaried trainee rests with their employer.
2. ITT providers are subject to routine Ofsted inspections. St Mary's University's compliance with DBS regulations is scrutinised as part of this process and if found failing to comply it risks having accreditation withdrawn.
3. With the permission of the trainee, ITT providers can share information relating to their DBS number, its level and date.
4. The University is not required to share details of the content of DBS certificates with third parties, such as schools or colleges. Schools or colleges may request to see DBS certificates from trainees who will be on placement with them. Please liaise with the student directly if you would like to request to see their DBS certificate. It is the decision of the trainee to share the information with an appropriate named person employed by the school given the information is data protected.
5. St Mary's University staff who visit trainee teachers in school are also subject to enhanced DBS clearance and are fully trained in accordance with Keeping Children Safe in Education (2023).

St Mary's University can confirm that <<Name>> is considered suitable to work with children because they:

- have a satisfactory enhanced DBS check;
- do not appear on the children's barred list;
- have met the 2018 Childcare Disqualification requirements and are not included on the prohibition order check list.
- have completed introductory safeguarding training before commencing their school placement

For more information about the checks carried out by the University, and for the most recent advice from UCET/NASBTT, please visit the St Mary's partnership portal:

<https://www.stmarys.ac.uk/partnerships/safeguarding/itt-safeguarding-policy.aspx>

Kind regards,

Dr Jane Chambers

Head of the School of Education

Faculty of Education, Theology and The Arts, St Mary's University, Waldegrave Road, Twickenham, TW1 4SX