



Get up and Go! (Gateshead) CIC

Ofsted Registration Number : EY486869

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Suitable People Policy

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Written and updated by	Gina Backhouse
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Introduction

As an Ofsted registered childcare provider we meet the statutory requirements of the Early Years Foundation Stage (EYFS) as well as legislation Equality and Human Rights Commission and United Nations Convention on the Rights of the Child (1992). To this end, we have developed a policy to ensure that all staff employed by Get up and Go! (Gateshead) CIC are suitable to work with children.

Policy

The suitability checks we undergo for every member of staff includes checking that their DBS certification is up to date. Permanent members of staff will be required to sign up to the DBS update service which allows regular checks and automatic updates should any incidents occur. The job application process requires the candidate to provide all previous employment, any training and qualifications that may be relevant to the post. We require two references for each member of staff, including their last position. We also ask for applicants to disclose any relevant reasons that may that may affect their suitability to work with children, including convictions. We also ask for the same information about their partner or other adults living at their home address. We also require knowledge of any medication they may be on that may affect their ability to work with children.

We require at least one member of staff on the premises to hold a paediatric first aid certificate and we require all permanent members of staff to have a current child protection certificate. We also require any staff who will be handling food to hold a food hygiene certificate.

Conclusion

We will ensure that all staff are suitable people to care for children. We will ensure that first aid, child protection and food hygiene certificates are renewed within the three-year period. All staff will have the relevant suitability checks including DBS and proof of checks will be kept on record. Staff DBS update checks will also be done.

Signed _____ (Director and registered person)
Date _____

Signed _____ (Director and registered person)
Date _____