



## Drama & Singing Lessons of Distinction

### **Self Declaration Working with Children and Schools on behalf of Little Voices**

To be completed by all new tutors, assistants, administrative staff, volunteers, chaperones ANY PERSON associated with Little Voices Head Office or a Little Voices franchise prior to appointment and by all members of the organisation once every 12 months.

Failure to complete this form may result in an offer of work being withdrawn or termination of existing work.

This is a document that is widely available on the government website for all those working in or with schools.

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

Please read it in full paying particular attention to Part 1 and Appendix A

I \_\_\_\_\_ (Printed Name) confirm that I have read and understood the document 'Keeping Children Safe in Education' - link above.

Signed \_\_\_\_\_ 16-19-19 \_\_\_\_\_

Date \_\_\_\_\_

Full name

Address

Because Little Voices \_\_\_\_\_ (name of franchise) provides tuition for pupils aged 4 - 18 years, both in school and out of school settings they are obliged to ensure that all tutors, assistants and individuals working with Little Voices are not by virtue of the Childcare (Disqualification) Regulations 2009 ("the Regulations") and the statutory guidance of the Department for Education entitled "Keeping Children Safe in Education" disqualified from working with children.



You are therefore required to sign the declaration below to confirm that you are not disqualified from working in a school.

***Each question listed below should be answered accurately and truthfully by circling either YES or NO and deleting the other possible response.***

### **Section 1 – Orders or other restrictions**

Have any orders or other determinations related to childcare been made in respect of you? YES NO

Have any orders or other determinations related to childcare been made in respect of a child in your care? YES NO

Have any orders or other determinations been made which prevents you from being registered in relation to childcare, children's homes or fostering? YES NO

Are there any other relevant orders, restrictions or prohibitions in respect of you as set out in the Schedules to the Regulations? YES NO

Are you barred from working with children as a result of an enhanced criminal record certificate issued by the Disclosure and Barring Service (DBS)? YES NO

Are you prohibited from teaching? YES NO

### **Section 2 – Specified and statutory offences**

Have you been cautioned (including a reprimand or warning) for or have you ever been convicted of:

• any offence against or involving a child? (A child is a person under the age of 18) YES NO

• any violent or sexual offence against an adult? (A violent offence in this context is murder, manslaughter, kidnapping, false imprisonment, actual bodily harm, grievous bodily harm) YES NO

• any offence under the Sexual Offences Act 1956? YES NO

• any other relevant offence? (These are set out in the Schedules to the Regulations) YES NO



Have you ever been cautioned, reprimanded, given a warning for or convicted of any similar offence in another country? YES NO

### **Section 3 – Disqualification by association**

To the best of your knowledge, is anyone in your household disqualified by the Regulations from working with children? (Your household includes partners, children, other relations living where you live, foster children, household staff, house share colleagues and lodgers.

This means does anyone in your household have an order or restriction as referred to in Section 1 above or been cautioned, reprimanded, given a warning for or convicted of any offence in Section 2 above.) YES NO

### **Section 4 – Provision of Information**

If you have answered YES to any of the questions above you should provide details below or on a separate sheet. Details of the order, restriction, conviction, caution, etc.

The date(s) of these

The relevant court(s) or body(ies)

You should also provide a copy of the relevant order, restriction, conviction, caution, etc. In relation to a caution or conviction a DBS certificate may be provided.

### **Section 5 – Declaration**

I have read and understood all of Little Voices policies.

In signing this form, I confirm that the information provided is true to the best of my knowledge. I understand that I must notify my Little Voices Principal immediately of anything considered by law or statutory guidance to affect my suitability to be working with children, including any



pending court appearances, cautions, warnings, convictions, orders or other determinations made in respect of me or, to the extent known to me, a member of my household.

Signed

Date