



HR Department

Kingswood Civic Centre
Second Floor
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Bristol
BS15 9TR
t: 0300 124 5446

www.sirona-cic.org.uk

Date: 13 September 2024

Dear Sir/Madam

Re: Sirona Immunisation and School Nursing Teams

Sirona care and health handle DBS certificate information in line with the published guidance - Handling of DBS certificate information (www.gov.uk). All staff who are required to provide services to Schools, have the appropriate enhanced DBS clearance in accordance with the relevant legislation, guidance and commensurate with their roles and responsibilities. Consequently, there should be no obligation to share DBS certification or request a photocopy.

In addition, I can confirm that all individuals are checked against the barred list in accordance with Sirona safer recruitment policy and processes.

All staff are required to wear and clearly display their official Sirona identification and produce this when required however a copy should not be taken.

All clinical staff will be covered for clinical negligence under Sirona's membership of NHS Resolution (previously known as the NHS Litigation Authority [NHSLA]). This cover is in place for all NHS funded care and means that all health care staff, including bank workers /agency staff and students are covered under Sirona's clinical indemnity/insurance cover when working for Sirona.

As additional assurance, as part of our annual appraisal process, all staff are required to complete a declaration about criminal convictions and declare whether there have been any changes within the last year. Managers are responsible for ensuring that where a member of staff advises them that they have a criminal conviction(s) that they record this information and report it immediately to the HR Team. Sirona will determine any action necessary in light of individual circumstances.

Our nursing staff also undertake mandatory level 3 safeguarding children's training in line with the Intercollegiate Document 2019 to ensure they meet required competency levels.

We confirm that all checks are inline with Keeping Children Safe in Education (KCSIE) 2023 Policy and Guidance.

Should you require further information in regard to this then please do not hesitate to contact the HR team on 0300 124 5446 or sirona.askhr@nhs.net.

Ofsted Guidance on DBS checks for visiting staff:

'For visiting staff who do have unsupervised regular access to children and young people – such as educational psychologists, social workers, supply teachers, trainee teachers, nurses, sports coaches, MOD personnel and inspectors – their 'providing' organisation (for example, the supply agency, the university, primary care trust, local authority and so on) should request the check. It is sufficient, for schools and colleges to seek written confirmation that appropriate checks, including DBS checks have been carried out and by whom – most commonly the relevant human resources department (it is not necessary to specify a named individual) – and to confirm the identity of these visitors.'

Department for Education 'Keeping Children Safe in Education' Guidance:

Visitors

299. Schools and colleges have different types of visitors, those with a professional role i.e. educational psychologists, social workers etc. those connected with the building, grounds maintenance, children's relatives or other visitors attending an activity in school such as a sports day. For visitors provided via a third party see paragraphs 286-289.

300. Schools and colleges should not request DBS checks or barred list checks, or ask to see existing DBS certificates, for visitors such as children's relatives or other visitors attending a sports day.

301. Headteachers and principals should use their professional judgement about the need to escort or supervise such visitors.

302. For visitors who are there in a professional capacity schools and colleges should check ID and be assured that the visitor has had the appropriate DBS check (or the visitor's employers have confirmed that their staff have appropriate checks. Schools and colleges should not ask to see the certificate in these circumstances).

303. Whilst external organisations can provide a varied and useful range of information, resources and speakers that can help schools and colleges enrich children's education, careful consideration should be given to the suitability of any external organisations.

304. School and college safeguarding policies should set out the arrangements for individuals coming onto their premises, which may include an assessment of the education value, the age appropriateness of what is going to be delivered and whether relevant checks will be required

Yours faithfully

Karen Evans

BNSSG Head of Specialist Services for Children