

Memo

To: Branch Secretaries

From: Ann Mayou, Children's Officer

This is a reminder of the procedures to follow in order to comply with the new arrangements for safe recruitment of staff or volunteers who work with children:

- All new staff or volunteers (or those changing their position) who work with children in specified activities (ie teaching, training, care, supervision, advice, treatment or transport) continue to need to be checked by the Criminal Records Bureau. In addition, from **July** this year they may seek registration with the Independent Safeguarding Authority (ISA), and from **November** this year they **MUST** be registered with the ISA if they have frequent contact (ie once a week or more often), intensive contact (ie more than 4 days in a 30 day period) or overnight contact (ie between the 2am and 6am). From November, therefore, it will be a criminal offence to employ new staff or volunteers to work with children (as outlined above), unless they are registered with the ISA. It will not be allowed to employ someone, even if supervised, who is not registered.
- Existing staff or volunteers who have been CRB checked will need to register with the ISA over a phasing-in period of 5 years – those with the oldest CRBs first. Exact details of this phasing-in arrangement have not yet been provided.
- Once a person is registered a new employer can check the registration on-line by using a unique number that the employee/volunteer will provide. So the ISA registration is fully portable, and the ISA register is kept up-to-date so that if anything becomes known that would render a person unsuitable to work with children their registration would be withdrawn.
- ISA registration only gives information about a person's suitability to work with children. You may very well still want to do a CRB check which could disclose other offences which might be relevant to the work of the employee/volunteer.
- Parents making private arrangements between themselves for transport/ child care do not have to be registered as long as there is no element of gain.
- The ISA website is well laid-out and very helpful. Google 'Independent Safeguarding Authority' and you can get straight there.

Please pass on this information to your tower captains. Do contact me if you have any queries. children@odg.org.uk

Ann Mayou May 2010