



SELF-DECLARATION OF ONGOING SUITABILITY TO WORK WITH CHILDREN

Effective date: 1 September 2026

CONFIDENTIAL

Setting name: _____

Employee/volunteer name: _____

Purpose of this declaration

The setting has an ongoing responsibility to ensure that employees, volunteers, students and other relevant people remain suitable to work with children.

The Early Years Foundation Stage statutory framework effective from 1 September 2026 requires providers to tell staff and prospective staff that they must disclose information that may affect their suitability to work with children. This includes, but is not limited to, arrests, charges, convictions, cautions, court orders,



STAFF SELF-DECLARATION

Please answer every question by selecting **Yes**, **No** or, where available, **previously disclosed**.

2. Criminal, police and court matters

You do not need to disclose convictions or cautions that are protected under the Rehabilitation of Offenders Act 1974 filtering rules. Speak confidentially to the manager if you are unsure whether information must be disclosed.

2.1 Since your appointment or previous declaration, have you:

- been arrested;
- been interviewed under caution;
- been charged with an offence;
- received a caution, conviction, reprimand or warning;
- become subject to a court order, injunction, restraining order, sexual harm prevention order or other restriction; or
- become involved in a police or criminal investigation?

☐ Yes ☐ No ☐ Previously disclosed

2.2 Is there any earlier criminal, police or court matter that has not previously been disclosed and that may reasonably affect your suitability to work with children?

☐ Yes ☐ No

2.3 Are you currently subject to bail conditions, release conditions or another restriction that could affect your work, your contact with children or your attendance at the setting?

☐ Yes ☐ No

3. Safeguarding concerns and professional conduct

3.1 Since your appointment or previous declaration, have you been the subject of:

- a safeguarding allegation or concern;
- an allegation that you harmed, may have harmed or posed a risk of harm to a child;
- a child protection, social care or statutory-agency investigation;
- a disciplinary or professional-conduct investigation concerning your behaviour towards a child or vulnerable person; or
- a concern about conduct that may have fallen below expected professional boundaries?

☐ Yes ☐ No ☐ Previously disclosed



3.2 Have you been suspended, dismissed, removed from duties, redeployed, restricted from working with children or asked to undertake additional supervision because of a safeguarding or conduct concern?

☐ Yes ☐ No ☐ Previously disclosed

3.3 Have you resigned or stopped undertaking a paid or voluntary role while a safeguarding, disciplinary or professional-conduct investigation was ongoing?

☐ Yes ☐ No ☐ Previously disclosed

3.4 Has an employer, agency, professional body or voluntary organisation indicated that it would have dismissed or removed you from work with children had you not resigned or stopped undertaking the role?

☐ Yes ☐ No ☐ Previously disclosed

3.5 Have you been involved with children's social care, the police, a court or another statutory agency in circumstances that may reasonably call into question your suitability to work with children?

☐ Yes ☐ No ☐ Previously disclosed

3.6 Are your children subject to a Child in need plan?

☐ Yes ☐ No ☐ Previously disclosed

3.7 Are your children subject to a Child Protection Plan?

☐ Yes ☐ No ☐ Previously disclosed

4. DBS barred-list and regulatory status

4.1 Have you received correspondence indicating that the DBS is considering whether to include you in a barred list?

☐ Yes ☐ No

4.2 Given that you could have more than one employment and/or be with us as a volunteer, have you been referred to the DBS by an employer, voluntary organisation, personnel supplier, local authority, professional regulator or another organisation?

☐ Yes ☐ No ☐ Previously disclosed

4.3 Has there been any change to information that would appear on your DBS certificate or affect your DBS Update Service status?

☐ Yes ☐ No ☐ Not subscribed to the Update Service

4.4 Have you become subject to any investigation, sanction, restriction, suspension, prohibition or removal by a professional or regulatory body?

☐ Yes ☐ No ☐ Not applicable



5. Childcare disqualification

Childcare disqualification and DBS barring are separate legal matters.

5.1 Are you disqualified from providing, managing or working in relevant childcare under the Childcare Act 2006 or associated regulations?

☐ Yes ☐ No ☐ Unsure

5.2 Have you received any order, determination, conviction or other information that may result in childcare disqualification?

☐ Yes ☐ No ☐ Unsure

5.3 Have you applied for, or been granted, a waiver from disqualification?

☐ Yes ☐ No ☐ Not applicable

If yes:

Date of application or waiver: _____

Conditions attached to the waiver, if any:

6. Health, medication and fitness for work

A health condition or disability will not automatically affect your suitability. The setting will consider reasonable adjustments and appropriate occupational-health or medical advice.

6.1 Has there been any change in your physical or mental health that may affect your ability to:

- care for or supervise children safely;
- exercise appropriate judgement;
- respond effectively in an emergency;
- undertake the essential requirements of your role; or
- maintain appropriate professional conduct or boundaries?

☐ Yes ☐ No ☐ Previously disclosed

6.2 Are you taking prescribed, over-the-counter or other medication that may impair your alertness, judgement, mobility or ability to care for children safely?

☐ Yes ☐ No



6.3 Where medication may affect your work, have you sought appropriate medical advice about your fitness to work directly with children?

☐ Yes ☐ No ☐ Not applicable

6.4 Is there any concern relating to alcohol, drugs or another substance that may affect your fitness for work or suitability to care for children?

☐ Yes ☐ No

The EYFS requires staff not to be under the influence of alcohol or another substance that may affect their ability to care for children. Where medication may have an effect, practitioners should seek medical advice and may work directly with children only where that advice confirms their ability to care for children is unlikely to be impaired.

7. Conduct outside work and online

7.1 Has anything occurred outside work, including online or through social media, that may reasonably:

- affect your suitability to work with children;
- indicate a risk to a child;
- conflict with expected professional boundaries;
- undermine the setting's safeguarding responsibilities; or
- reasonably bring your professional suitability into question?

☐ Yes ☐ No ☐ Previously disclosed

This question is limited to matters that have a reasonable connection to safeguarding, professional conduct or suitability. It is not a general inquiry into your private life.

8 Other relevant information

Is there any other information or change in circumstances that may reasonably affect your suitability, safety, professional conduct or ability to work with children?

☐ Yes ☐ No

This question does not require disclosure of personal information that has no reasonable bearing on your work or children's safety.



9. Details of any “Yes” answers

Please identify the relevant question number and provide sufficient factual information.

You may request a private discussion with the manager rather than recording highly sensitive details on this form.

Question number(s): _____

Details:

Has this information previously been reported to the setting?

☐ Yes ☐ No

If yes, state when and to whom:

Is any immediate action needed to protect a child or adult?

☐ Yes ☐ No ☐ Unsure

10. Employee/volunteer declaration

I declare that, to the best of my knowledge and belief, the information I have provided is complete and accurate.

I understand that:

- I have an ongoing responsibility to safeguard children;
- I must immediately report anything that may reasonably affect my suitability to work with children;
- I must not wait until my annual declaration or next supervision meeting;
- I must report concerns about children, adults or safeguarding practice through the appropriate procedure;
- deliberately withholding relevant information or knowingly providing false information may be treated as a disciplinary matter;



- a disclosure will be considered fairly, confidentially and proportionately and will not automatically prevent me from continuing in my role;
- the setting may need to take safeguarding advice or share relevant information where this is necessary and lawful; and
- this declaration does not replace my responsibilities under the safeguarding policy, staff code of conduct, low-level concerns procedure or whistleblowing procedure.

Name: _____

Signature: _____

Date: _____