



Professional Visitors to Schools by Staff from Other Agencies in Derby and Derbyshire

National guidance in [Keeping Children Safe in Education](#) (KCSIE) highlights that schools and colleges have a pivotal role to play in multi-agency safeguarding arrangements and that governing bodies/proprietors should ensure that the school or college contributes to multi-agency working in line with statutory guidance Working Together to Safeguard Children.

“Schools and colleges should work with social care, the police, health services and other services to promote the welfare of children and protect them from harm. This includes providing a coordinated offer of early help when additional needs of children are identified and contributing to inter-agency plans to provide additional support to children subject to child protection plans.

All schools and colleges should allow access for children’s social care from the host local authority and, where appropriate, from a placing local authority, for that authority to conduct, or to consider whether to conduct, a section 17 or a section 47 assessment.”¹

On occasion staff from other partner agencies may need to visit a school or college to see a child or young person. In these circumstances, KCSIE outlines the settings roles and responsibilities regarding these visitors.

“For visitors who are there in a professional capacity 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)”²

Professional Visitors to Schools

Staff working for services such as Derby City and Derbyshire County Council Children’s Services, (including educational psychology and behaviour support services), CAF/CASS, Derbyshire Healthcare Foundation Trust, Derbyshire Community Healthcare Services and other education settings should be identified as a professional visitor to the school or college.

To support schools and colleges decision making about appropriate checks regarding any professional visitor, please note that:

- All staff in paid or unpaid work that involves [working with children](#) where the work is classed as a [regulated activity](#) must have a DBS enhanced with barred list check. The employing agency such as Derby City or Derbyshire County Council, Derbyshire Healthcare Foundation Trust,

¹ Keeping Children Safe in Education, Part 2: The Management of Safeguarding, Multi-agency Working, points 96-104

² Keeping Children Safe in Education, Part 3: Safer Recruitment, Visitors, points 281-286

Derbyshire Community Healthcare Services as well as other education providers are responsible for safer recruitment, including obtaining and scrutinising DBS checks on their staff.

- The DBS are clear that only [employers and licensing bodies](#) can request a DBS check and in accordance with section 124 of the Police Act 1997, certificate information is only passed to those who are **authorised to receive it** in the course of their duties. **Schools should not ask to see DBS certificates of staff employed by other agencies.**
- Other than on very rare occasion's staff from Children's Social Care should inform the school prior to their visit to see a child or young person. Staff from other schools and organisations should always notify the school prior to their visit. Ideally visits should be confirmed in advance via an email from their workplace email account.
- Anyone employed by an organisation to work with children and their families will have a photo ID which should be shown to reception upon arrival at the setting in order to verify the individual. If at any stage the school wish to take further action to confirm the identification of the individual, a discussion should take place with their manager using the main telephone number of their organisation.

Further Advice

The East Midlands DBS Regional Outreach Adviser Lizzie Whittington has approved the content of this Briefing Note. Should you wish to clarify any DBS related queries/questions or want to discuss any issues or barriers you may have come across, she can be contacted via:

Tel: 03001 052974 or Email: Elizabeth.Whittington@dbs.gov.uk