

## CRB and ISA Information

### Safe Recruitment

All providers must have effective systems in place to ensure that practitioners who have regular contact with children are suitable to do so.

Providers should make informed recruitment decisions using evidence from references, interviews, qualifications and the CRB process to determine suitability.

Disclosures should be handled in accordance with the *CRB's Code of Practice and Explanatory Guidance*.

Ofsted has retained responsibility for checking the suitability for the registered provider (e.g. voluntary management committee/ private owner) and the responsible person (e.g. the Manager) ref. page 15, Practice Guidance for the EYFS (3.10)

There are currently 4 commercial Umbrella Bodies of the Criminal Records Bureau (CRB) that process the CRB forms for all other practitioners working in your setting. They check the form for accuracy, countersign it and forward the form to the Government's CRB centre where police checks, convictions and other records are completed.

### CRB Umbrella Bodies

- **TMG CRB**  
1 Wilford Business Park  
Ruddington Lane  
Nottingham  
NG11 7EP  
Tel: 0115 969 4606  
Fax: 0115 982 1307
- **Capita Recruitment Vetting Service**  
PO Box 4324  
Sheffield  
S1 9EW  
Tel: 0870 850 2516  
Fax: 0870 850 3740  
Email: [crb.enquiries@capita.co.uk](mailto:crb.enquiries@capita.co.uk)
- **Nestor Criminal Records Agency**  
First Floor  
Allen House  
Station Road  
Egham  
TW20 9NT  
Helpline: 0845 6021759  
Email: [crbinfo@nestorplc.co.uk](mailto:crbinfo@nestorplc.co.uk)
- **Atlantic Data**  
Atlantic Data Ltd  
PO Box 5531  
Milton Keynes  
MK7 6YD  
Tel: 08718 727 800  
**Email:** [info@disclosures.co.uk](mailto:info@disclosures.co.uk)  
**Website:** [www.disclosures.co.uk](http://www.disclosures.co.uk)

## **ISA Vetting and Barring information**

The government review of the Vetting and Barring Scheme (VBS) has now ended. The Vetting and Barring Scheme is being scaled back to 'common-sense levels'. The proposed changes should become law in early 2012. In the meantime, the regulations introduced in October 2009 will still apply. These include:

- a person who is barred from working with children or vulnerable adults will be breaking the law if they work or volunteer, or try to work or volunteer with those groups
- an organisation which knowingly employs someone who is barred to work with these groups will also be breaking the law
- if your organisation works with children or vulnerable adults and you dismiss a member of staff or a volunteer because they have harmed a child or vulnerable adult, or you would have done if they had not left, you must tell the Independent Safeguarding Authority

Further information on how to make a referral and any updates on the vetting and barring scheme can be found at [www.isa-gov.org.uk](http://www.isa-gov.org.uk)