

PRECIOUS LITTLE SOULS HOME NURSERY

1st September 2026 *This policy will be reviewed on an annual basis.*

Staff Suitability & Disclosure Policy

(Updated for EYFS 2026 – strengthened DBS and disclosure requirements)

Purpose

To ensure all adults working, volunteering, or regularly present at Precious Little Souls Home Nursery are safe, suitable, and fully vetted in line with EYFS 2026 statutory requirements.

Policy Statement

Precious Little Souls Home Nursery is committed to ensuring that all adults involved in the care or supervision of children are suitable and safe. From September 2026, the EYFS requires that **new staff cannot begin work until their enhanced DBS check is completed**, and **volunteers must have DBS checks even if supervised**.

All adults must disclose any information that may affect their suitability to work with or be present around children.

DBS Requirements

- All staff and volunteers must have a **completed enhanced DBS check** *before* starting work.
- Volunteers, including supervised volunteers, must have DBS clearance.
- Adults living in the home may be required to complete suitability checks if requested by Ofsted.

Suitability & Disclosure

All adults working or living in the home must disclose:

- Police involvement or investigations

- Court orders or legal restrictions
- Health concerns that may affect suitability
- Any new information that may impact their role or presence
- Changes in personal circumstances relevant to safeguarding

Suitability declarations are completed **annually** and updated immediately if circumstances change.

References & Employment Checks

- References are obtained using the **updated 2026 reference template**.
- Identity checks are completed before any work begins.
- Right-to-work checks are carried out where applicable.

Visitors & Household Members

- Visitors are supervised at all times.
- Regular visitors may be required to complete suitability checks.
- Ofsted is notified of any person aged **16+** living or working on the premises.

Record Keeping

- DBS certificates, suitability forms, and reference checks are recorded and stored securely.
- A suitability log is maintained and updated whenever changes occur.

Training

- Safeguarding training is completed annually, including the **training introduced in 2026**.
- Adults must remain up-to-date with EYFS safeguarding requirements.