

Staffordshire Safeguarding Children Partnership  
Staffordshire Place 1  
Tipping Street  
Stafford  
ST16 2LP

September 2025

Dear Headteachers/Principals

## **Re: Disclosure and Barring Service (DBS) checks on visitors**

This is an assurance letter from the SSCP to ensure that appropriately checked front line staff are given legitimate access to children and young people in educational settings without their DBS being checked. The SSCP wishes to offer greater clarity around this issue in line with the statutory guidance [Keeping Children Safe in Education 2025](#).

### **Who should be checked?**

In line with the statutory guidance KCSiE, external professionals such as social workers, health visitors, police officers, school nurses, commissioned early help providers and family practitioner staff (this is also included in the SCC letter of assurance that you will receive) are all classed as visitors, not agency and third-party staff. This means that they are not required to produce a DBS check or a DBS number.

[Working Together 2023](#) outlines that all organisations and agencies under section 11 of the Children Act 2004 should have in place arrangements that reflect the importance of safeguarding and promoting the welfare of children, including:

- safe recruitment practices and ongoing safe working practices for individuals whom the organisation or agency permit to work regularly with children, including policies on when to obtain a criminal record check

This letter serves as confirmation that our statutory partners, Staffordshire County Council, Staffordshire Police and Staffordshire and Stoke-on-Trent Integrated Care System (ICS) and all NHS partners within the ICS, adhere to statutory safer recruitment processes and undertake the required pre-employment vetting for employees who work with children and young people, some of whom may be visiting your school. Therefore, as mentioned previously, staff from the partner agencies should not be asked to provide DBS certificates or numbers.

Where requests of this nature have happened in the past, and you have stored numbers in your single central record, these must be removed to comply with GDPR. The single central records should only store such information in line with pre-employment checks for your own staff. Part 3 KCSiE 2025

If you need any further guidance with regards to this please contact the Staffordshire Education Safeguarding Leads, Viki Hulme [viki.hulme@staffordshire.gov.uk](mailto:viki.hulme@staffordshire.gov.uk) or Coleen Worrall [coleen.worrall1@staffordshire.gov.uk](mailto:coleen.worrall1@staffordshire.gov.uk)

Kind regards

Staffordshire Safeguarding Children Partnership



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