



# Aspley Guise Lower School

*Growing Together, Aiming High*

Spinney Lane, Mount Pleasant, Aspley Guise, Bedfordshire, MK17 8JT

Telephone: 01908 582245

Email: [office@aspleyguiselower.co.uk](mailto:office@aspleyguiselower.co.uk)

Website: [www.aspleyguiselower.co.uk](http://www.aspleyguiselower.co.uk)

Headteacher: Mr Jamie Brown B.A. (Hons), N.P.Q.H, M.A. (Ed)

## Disclosure & Barring Service

In order to start the process, can you please provide me with the following information:

|                      |  |
|----------------------|--|
| Title                |  |
| Forename             |  |
| Surname              |  |
| Email address        |  |
| Date of Birth        |  |
| Gender               |  |
| Contact Phone Number |  |
| Address              |  |
| Postcode             |  |

I also need you to provide me with 3 different forms of Identification:

Passport

Driving Licence

Utility Bill

Please complete the information required and bring into the school office with the forms of Identification so I can start the application.



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In addition to this you will need to:

Provide the names, email address and telephone numbers of two **unrelated** individuals who can act as a character reference for you

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Tel: \_\_\_\_\_

Tel: \_\_\_\_\_

Confirm you have read Part **one (only)** of the most up to date version of Keeping Children Safe in Education (KCSIE) (Currently 2019). This can be found through a browser search on the internet.

I confirm I have read and understood KSCIE Part One. Yes/No

Name:

Signed:

Date:

Complete and return to the school a **Staff Disclosure Questionnaire**

Complete online training in Prevent:

<https://www.elearning.prevent.homeoffice.gov.uk/edu/screen1.html>

Please bring in a copy of this training certificate as soon as you have completed the online training. .

And finally, you will need to arrange a meeting with the headteacher to go over the school's approach to Child Protection.

I appreciate that this list seems long. However, our first duty is to ensure that safeguarding arrangements for children are in place and we want you to be best placed to support the school in this endeavour.

Kind regards,

Jamie Brown  
Headteacher