



Overseas Police check requirements for Schools

The requirement is that any person that is working with children and vulnerable adults that has lived abroad is to obtain police clearance (or DBS equivalent) from the countries that they have lived in where possible. Usually it does not prevent the person from starting work but Ofsted do require the proof that the overseas check is in progress or has been completed. This is in addition to the UK DBS disclosure.

Where an applicant is from or has lived in a country where criminal record checks cannot be made for child protection purposes, or is a refugee with leave to remain in the UK, and has no means of obtaining relevant information, employers must take extra care in taking up references and carrying out other background checks. For example, additional references should be sought, and references followed up by phone as well as letter. Following up references with telephone calls is good practice for all recruits.

Those that have lived abroad as part of military service do not have to obtain clearance from abroad as the international information is linked back through the military police. Please note that the UK Criminal Record Bureau do not have access to information held by overseas police forces.

Details of how to obtain a Police check from the overseas can be found at: www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants.

The advice from Ofsted is that where the country is not able carry out police checks for foreign individuals that have lived in their country, the recruiting organisation will require extra evidence of people's suitability if they do not have a continuous history of living in the UK.

The types of evidence Ofsted might ask for include:

- a certificate of good conduct from the embassy of the country in which you have lived, accompanied where necessary by a certified translation into English
- a reference from someone of standing in the country in which you lived, such as a doctor or lawyer
- evidence to support any work permit
- references from past employers.

Applicants may get further information from the country's UK representative. Contact details can be found at the British foreign and commonwealth office website <http://www.fco.gov.uk/en/> or by telephoning 020 7008 1500.

It is the responsibility of the individual to obtain the checks from abroad and it is the duty of the school/manager to ensure that this is followed up and evidenced. It is important to ensure the full safer recruitment guidance procedures are followed.