

## SCHEDULE 2

Regulations 7, 9, 18

### INFORMATION AND DOCUMENTS TO BE OBTAINED IN RESPECT OF PERSONS, CARRYING ON, MANAGING OR WORKING AT A RESIDENTIAL FAMILY CENTRE

1. Proof of the person's identity, including a recent photograph.
2. When Part V of the Police Act is commenced in Northern Ireland, either—
  - (a) where a certificate is required for a purpose which is prescribed by regulations under section 113B of the Police Act 1997<sup>(1)</sup>, and an enhanced criminal record certificate issued under that section; or
  - (b) in any other case, a criminal record certificate issued under section 113A of that Act.
3. Two written references relating to the person, including a reference from the person's present or most recent employer, if any.
4. Where a person has previously worked in a position whose duties involved work with children or vulnerable adults, so far as reasonably practicable, verification of the reason why the employment or position ended.
5. Details and documentary evidence of any relevant qualifications or accredited training of the person and if applicable, registration with an appropriate professional regulatory body.
6. A full employment history, together with a satisfactory written explanation of any gaps in employment.
7. Evidence that the person is physically and mentally fit for the purposes of the work which he is to perform at the centre or, where it is impracticable for the person to obtain such evidence, a declaration signed by the person that he is so fit.

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(1) 1997 c. 50