

SCHEDULE 2

Regulations 10(3), 12(2) and 21(2)

Information required in respect of persons seeking to carry on, manage or work at an establishment or agency

1. Positive proof of identity including a recent photograph.
2. Either—
 - (a) where the certificate is required for a purpose related to registration under Part 2 of the Act or the position falls within regulation 5A of the Police Act 1997 (Criminal Records) Regulations 2002, an enhanced criminal record certificate issued under section 113B of the Police Act 1997⁽¹⁾ which includes, as applicable, suitability information relating to vulnerable adults (within the meaning of section 113BB(2) of that Act) or suitability information relating to children (within the meaning of section 113BA(2) of that Act) or both, in respect of which less than three years have elapsed since it was issued; or
 - (b) in any other case, a criminal record certificate issued under section 113A of the Police Act 1997 in respect of which less than three years have elapsed since it was issued,

and references to the Police Act 1997 include references to that Act as amended from time to time.

3. Either—
 - (a) where the certificate is required for a purpose related to registration under Part 2 of the Act or the position falls within regulation 5A of the Police Act 1997 (Criminal Records) Regulations 2002, an enhanced criminal record certificate issued under section 113B of the Police Act 1997 which includes, as applicable, suitability information relating to vulnerable adults (within the meaning of section 113BB(2) of that Act) or suitability information relating to children (within the meaning of section 113BA(2) of that Act); or
 - (b) in any other case, a criminal record certificate issued under section 113A of the Police Act 1997,

and references to the Police Act 1997 include references to that Act as amended from time to time.

4. Written references from each of the person's two most recent employers.
5. Where a person has previously worked in a position which involved work with children or vulnerable adults, verification, so far as reasonably practicable, of the reason why the employment or position ended.
6. Documentary evidence of any relevant qualification.
7. A full employment history, together with a satisfactory written explanation of any gaps in employment.
8. Where the person is a health care professional, details of the person's registration with the body (if any) responsible for regulation of members of the health care profession in question.

(1) 1997 c. 50.