



Archibald First School
Archibald Street
Gosforth
Newcastle upon Tyne
NE3 1EB

Headteacher Mrs R Turner

0191 285 1957
office@archibaldfirstschool.co.uk
www.archibaldfirstschool.co.uk

October 2026

Volunteer Information - Regulated Activity and DBS Requirements

Dear Parents and Carers,

Please read the following carefully if you currently volunteer in school, would like to volunteer in school or would like to be able to support on a future school visit...

Changes to the legal document Keeping Children Safe in Education mean that from 1st September 2026, where an individual undertakes voluntary work that involves working with children for more than 3 days in a 30-day period, or overnight (even for a single night), this work will be classed as 'regulated activity' even if the work is supervised by school staff.

Please note, the 'period' requirement above refers to all voluntary work, therefore if an individual is undertaking voluntary work in other settings, this other work will count towards the 3 days in a 30-day period.

For existing volunteers at Archibald; please complete the information overleaf and return this to school before 22nd October.

We need to be aware of your volunteer roles, including any voluntary work that you may carry out in other organisations. Where the criteria above are met, we must carry out a new enhanced DBS check with children's barred list check in relation to you if this is not already in place.

For new volunteers; school must carry out a written risk assessment to determine the appropriate level of vetting and carry out this vetting prior to the voluntary role commencing. Where the criteria above are met, either through work that will be undertaken in the school, or an amalgamation of work carried out across other voluntary roles, an enhanced DBS check including check of the children's barred list must be completed before the volunteer commences in post.

Therefore, if you are going to be a new volunteer in school, we will need to ask you about your volunteer roles before we can proceed. We will require the information in writing, and the attached form will be given to you.

EYFS volunteers; volunteers in Nursery and/or Reception cannot be permitted to begin working within the school until the school has received the volunteer's enhanced DBS certificate including barred list information. This means that if you wish to support on a school visit with your child in Nursery or Reception, you will need to inform us of any

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volunteer commitments you have which would mean that the above criteria are met.

If it is met, you will be unable to support on a visit without the checks being conducted which is not a quick process so please consider this carefully.

Rebecca Turner
Headteacher

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Name:

Child In School:

Relationship to Child In School:

- I have an enhanced DBS with a children's barred list check for Archibald
- I do not have an enhanced DBS with a children's barred list check for Archibald
- I am unsure about the above

Information About Current Volunteer Roles:

Please include: - place, position, frequency, commitment. Continue on a separate page if required.

Confirmation:

I confirm that the above information is accurate and correct.

I confirm that I agree to update the school with any changes to the above information in a timely manner.

Signed:

Date:

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