Corporate Facilities

Ealing
www.ealing.gov.uk

To: All Head Teachers

Ealing Council
Perceval House
14-16 Uxbridge Road
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T 020 8825 6061

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Dear Colleague

Re: Ealing FM Engineering Staff visiting schools

I am aware that on several occasions, Ealing FM staff who are visiting schools to undertake reactive and planned maintenance tasks have been asked to produce proof of identity and proof of DBS clearance. I have considered how best we might reassure you regarding the position of these staff working in your schools and I have been advised that, in line with DfE and Ofsted guidelines, I should do this through written confirmation to schools. I am therefore writing to provide confirmation that all Ealing FM Engineers employed by Ealing Council who frequently work in schools have been subject to an enhanced DBS check. "Frequently" is defined as once a week or more often or on 4 or more days in a 30-day period.

All staff are, of course, required to provide proof of identity when they visit your school and I confirm that you should accept a photographic Ealing ID badge as providing this proof.

If you have any queries regarding this letter, please do not hesitate to contact me or Ealing Council's DBS unit on (020) 8825 9000.

Yours faithfully,

Fiona Elliot
Head of Corporate Facilities