



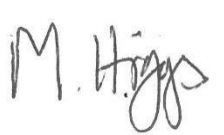

Single Central Record SCR Aldermaston CE Primary School

Version: 1

Reviewed by: Full Governing Board

Date adopted by FGB: October 2023

Review by: October 2024 (1 year)

Role	Signature	Date
Headteacher	 Mrs M Higgs	October 2023
Chair of Governing Board	 Mrs C Watchorn	October 2023

Single Central Record of Recruitment and Vetting Checks (SCR)

The school maintains a live document which contains the records of all adults in the school, employees, supply teachers, volunteers, governors, regular contractors, peripatetic staff and project visitors. The SCR includes identity checks, DBS checks, employment checks and training records.

The SCR is updated regularly by the Office Manager and reviewed by the Headteacher to ensure compliance.

It is reviewed periodically by the Safeguarding Governor. It is in a format supplied by West Berkshire Council.

Reviewed October 2023