



Systems and Projects Manager: **Chris Hinson**

Strategic Manager: **Paul Butler**

Curriculum Projects Co-ordinator: **Sue Stevens**

Advisory Officers: **Jackie L'Herroux Julie Duffell** Technical Advisor: **Mark Golder** Technician: **Matt Griffin**

Business Manager: **Janet Smith**

Assistant Business Manager **Chris Robberds**

To: Head Teachers in Schools supported by **SMIS**

18th June 2010

Dear Head Teacher,

Re: SMIS Staff Safeguarding Children Compliance

To comply with current statutory safeguarding responsibilities for organisations that provide services to Schools, I can confirm that all **SMIS** Staff that visit your School and may have contact with children have received the necessary employment checks.

These checks have been carried out by Sandwell Metropolitan Borough Council* and the appropriate Enhanced CRB issued. * *Please contact 0121 569 5556/8111 to check staff identity.*

All SMIS Staff have been issued with the appropriate Identity Card issued by SMBC including; Photographic Identity, Designation, Issue Date and Card Number.

Photographic identity may also be confirmed by visiting www.smis.org.uk and selecting – meet the SMIS Team.

SMIS Staff with Enhanced CRB:

Paul Butler
Julie Duffell
Mark Golder
Matt Griffin
Chris Hinson
Jackie L'Herroux

Tony Williams is currently providing supply cover for **SMIS** and *Tony Williams Consultancy Ltd.* have provided documentation confirming evidence of Enhanced CRB compliance.

I hope this information assists with your School's procedures in meeting the safeguarding requirements.

Yours faithfully

SMIS Strategic Manager

Data Intelligence Unit