



Forever Angels Baby Home
Policy on: Employee Criminal Records Bureau Checks

Tanzanian law does **not** require people working with children to have police checks – but Forever Angels Baby Home would still like to ensure that our staff and volunteers are checked in some way. We want to ensure that the children at Forever Angels are well cared for and protected from any harm.

It *was* our policy that all local employees will be asked to provide a ‘Police Record Check’ from the Tanzanian Police Authority and that all employees or volunteers from England will be required to produce a police criminal record check.

The Tanzanian Police checks are difficult as it is acknowledged that Tanzanian Police are relatively corrupt and a small bribe can easily result in police records being changed. For this reason, local police checks will not be relied upon too heavily for Local Staff – but Staff will be expected to provide references about their suitability for a role in childcare, which will be checked. If such references are given from a local church, mosque or temple leaders – these will be considered more trustworthy and ‘true’ documents.

In the UK this is a straightforward procedure involving visiting their local police station and asking for a “Subject Access Form” or a “Data Protection Form” and requesting a Police Record Check. This takes approximately 6 weeks and results in a certificate being given recording any offences. This must be given to the Managers of Forever Angels Baby Home before coming to Tanzania.

We also expect all of our employees and volunteers to read our Child Protection Policy (attached) and to agree to it before they start work at the Baby Home. This condition will be a clause in their contract.

For the sake of our children, any person found to have a criminal record involving acts against children or any type of violence – will not be accepted as employees/volunteers at Forever Angels. Any employee found to be causing any child in our care any harm whatsoever would be immediately dismissed.

To ensure that all staff are aware of suitable methods of discipline, the on-site Managers will organise training programmes for staff, which focus on acceptable discipline techniques and appropriate behaviour with the children.

Our ultimate responsibility is to the children in our care and we will do our utmost to ensure that they will be looked after by trustworthy, loving and law abiding carers.

Forever Angels Baby Home NGO September 2011 – To be reviewed in 2015