

# Ysgol Aberconwy



## **DBS & Vetting Checks**

**POLICY DOCUMENT NO: 11**

**ISSUE NO: 6**

**THIS POLICY HAS BEEN APPROVED BY THE FULL GOVERNING BODY**

**Signed:**

**Date: 11/07/235**

**Review due date : 1/07/28**

**LT Link : KB**

## YSGOL ABERCONWY

### POLICY FOR DBS AND VETTING CHECKS

#### **Background**

It is mandatory for schools to obtain DBS checks on:

- All new employees.
- People who have a break in service of more than 3 months.
- People who have not previously been eligible for a Disclosure and move to work that involves significantly greater responsibility for children than in their present position.

#### **Single Central Record**

The school will maintain a single central record, updated and managed by the Headteacher's P.A..

The record should include:

- The correct checks for all staff employed at the school, whether directly or through an agency; anyone else who is identified by the school as 'working in regular contact with children'.
- Identity; name and confirmation that address and date of birth have been checked.
- Qualifications; where the qualification is a requirement of the job, for example those posts where a person must have qualified teacher status.
- Evidence of permission to work for those who are not UK nationals and that steps have been taken to check their suitability.
- DBS enhanced disclosure
- The date that the check was evidenced and who carried it out.

Further checks may be required where a member of staff has lived outside the UK. This is because DBS disclosures will not generally show offences committed abroad.

#### **Checks for existing staff employed by the school**

All staff will undergo a DBS disclosure check every 3 years by Conwy C.B.C. in line with their policy

## **Checks for new staff**

All new appointments to the school staff will be required to undergo an enhanced DBS check either prior to appointment or as soon as possible after appointment.

This requirement extends to any peripatetic teachers and it is the responsibility of the Head of Department in which the peripatetic teacher is working to ensure a DBS disclosure is made.

## **Accepting existing DBS disclosures**

The DBS has an annual registration scheme which does monthly checks to update the status of registered individuals. Ysgol Aberconwy will carry out the DBS check for these individuals online with the DBS.

## **Checks for Volunteers**

A volunteer is a person who is engaged in any activity which involves spending time, unpaid (except for travelling and other approved out-of-pocket expenses), doing something which aims to benefit someone (individuals or groups) other than or in addition to close relatives.

Enhanced DBS checks are required on all volunteers who are working in the school.

The Head Teachers might also consider:

- What is known about the volunteer by the rest of the school community, “including formal or informal information offered by staff, parents and other volunteers”.
- If the volunteer’s employment or other volunteering activities are likely to be able to provide references on suitability.

Welsh Government guidance suggests that parents or local residents volunteering to help on “one-off trips” would not normally need to be DBS checked, if they would not have any unsupervised contact with children

## **Permission to work while waiting for DBS clearance**

The government’s position on employing people who are waiting for DBS clearance is:

Strong recommendation that disclosures are obtained on staff before they take up post but recognised that in certain exceptions staff may need to be employed at short notice.

In these circumstances, Headteachers have the discretion to employ staff who have not yet received their Disclosure, provided that all other relevant pre-appointment checks have been carried out on them and a Risk Assessment is done (Appendix 2).

## **Checks for Governors**

At present governors do not need a DBS check in order to sit on the governing body of a school, however, governors involved in “regular work in the presence of, or care for, children, or training, supervising or being in sole charge of children” do require a DBS check. In this case, they would be considered in the same way as adult volunteers.

Ysgol Aberconwy will undertake an Enhanced DBS check on all Governors.

## **Use of Recruitment or Supply Agencies**

The Headteacher will ask supply agencies to provide details of enhanced Disclosure to provide assurance that the check has been made as well as providing confirmation of the validity of the identification documents. Similarly, the headteacher may ask teachers recruited independently who were checked

under previous arrangement to produce documentation certifying that the person has been satisfactorily checked.

## **Checks for Students**

Pupils who undertake short periods of work experience that involve contact with children in other school or education establishments need not be checked. However, students who are required to work with children as a necessary part of a training course, e.g. student teacher, nursery nurses, etc, will need to be DBS checked when they are accepted onto the course.

## **Checks for Exam Invigilators**

People employed as examination invigilators, with more than a three-month gap between examination sessions, will need to be DBS-checked before each examination season. Clearly this presents onerous requirements on undertaking the checks as well as cost implications.

Best practice should be to hold refresher training sessions for all invigilators once every three months. All invigilating staff will undergo a DBS disclosure check every 3 years by Conwy C.B.C. in line with their policy

## **Checks for Estyn Inspectors**

Inspectors do not have to show their DBS disclosure to schools as it is the responsibility of their employing organisation, in this case Estyn, to ensure that checks have been made. However the school will rightly want to check the identity of individuals when they arrive for an inspection.

## **Checks for Visitors to the School**

- Professionals employed by Conwy C.B.C. to work within Schools are DBS checked by Conwy C.B.C.
- Other visitors to the school will not be left unsupervised with pupils.

## APPENDIX 1

### RISK ASSESSMENT FORM FOR STAFF AWAITING DBS DISCLOSURE

This form is to be completed by the Headteacher to make an assessment about a candidates' suitability to commence employment prior to receipt of a DBS Disclosure.

**Name of Candidate:** \_\_\_\_\_

**Post:** \_\_\_\_\_

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#### PART A

[ Please ✓ ]

1. After reviewing the application form and meeting with the candidate, did they declare any criminal convictions, bindovers, cautions, police investigations which might lead to a conviction, orders binding them over or cautions in the UK or any other country? YES ☐ NO ☐
  2. If yes, are these convictions relevant to the work that they are being employed to undertake? YES ☐ NO ☐
  3. If yes, are these convictions of a serious nature i.e. offences against children / vulnerable adults / violent or sexual offences etc? YES ☐ NO ☐  
If yes, please state details \_\_\_\_\_  
\_\_\_\_\_
  4. Do the individual's references give any cause for concern? YES ☐ NO ☐  
If yes, please state details \_\_\_\_\_  
\_\_\_\_\_
  5. At interview or after interview, did the individual say or do anything which gave cause for concern, in relation to allowing them to commence work before a DBS Disclosure is received? YES ☐ NO ☐  
If yes, please state details \_\_\_\_\_  
\_\_\_\_\_
  6. Has the individual ever had a Police Check (R2) or DBS Disclosure previously? YES ☐ NO ☐  
If yes, when was this done and with whom (employer)? \_\_\_\_\_  
\_\_\_\_\_
  7. Have you seen a copy of his/her Police Check (R2) or DBS Disclosure? YES ☐ NO ☐
-

## **PART B**

1. Does the job involve regularly caring for, training, supervising or being in sole charge of children? YES ☐ NO ☐
2. Will the individual be required to work alone during their induction period? YES ☐ NO ☐
3. Will the individual have access to, or opportunity to commit an offence against a child? YES ☐ NO ☐
4. If yes, what precautions or measures will you put in place to prevent this from happening?
- 
- 
5. Are you satisfied the risk of possible offending can be minimised by ensuring that satisfactory supervisory measures listed above can be implemented to prevent the individual from being alone with children? YES ☐ NO ☐
6. Please outline the implications of delaying the individual in commencing employment.
- 
- 

## **PART C - DECLARATION BY HEADTEACHER**

Y I have considered the questions outlined above, and **I am not satisfied** that it is safe to allow the above named individual to commence work before the DBS Disclosure clearance is received.

**OR**

Y I have considered the questions outlined above and confirm that **I am satisfied** that it is safe to allow the above named individual to commence work before the DBS Disclosure clearance is received, subject to the safety measures detailed in Part B being in place

Y I confirm that I have explained to the individual concerned the implications of commencing work prior to clearance being received and the possibility that disciplinary action including summary dismissal may result if it is subsequently discovered that the individual did not disclose any material facts relating to their employment.

**Headteacher's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*This form should be retained on the candidate's personal file at school until notification of a suitable DBS Disclosure is received.*

## ROLAU STAFF / STAFF ROLES

| RÔL / ROLE                                                                                                                                                                                                                                   | Cyflwrth ag amser llawn (FTE)<br>fesul rôl dan gontract / Full<br>Time Equivalent (FTE) per<br>contracted role |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Pennaeth Gweithredol / Executive Head Teacher                                                                                                                                                                                                |                                                                                                                |
| Pennaeth / Head teachers                                                                                                                                                                                                                     |                                                                                                                |
| Pennaeth dros dro / Acting head teachers                                                                                                                                                                                                     |                                                                                                                |
| Dirprwy bennaeth / Deputy head teachers                                                                                                                                                                                                      |                                                                                                                |
| Pennaeth cynorthwyol / Assistant head teachers                                                                                                                                                                                               |                                                                                                                |
| Athro Cymwysedig arall / Other Qualified teachers                                                                                                                                                                                            |                                                                                                                |
| Athro heb Gymhwyster / Unqualified Teacher                                                                                                                                                                                                   |                                                                                                                |
| Prif Ymarferydd / Leading Practitioner                                                                                                                                                                                                       |                                                                                                                |
| Athrawon eraill (heb Statws SAC ond heb fod yn 'anghymwysedig' e.e. y rhai a gwmpeir gan waith a chofrestriad addysg / Other teachers (not QTS status but not 'unqualified' i.e. those covered by Education Specified Work and Registration) |                                                                                                                |
| Athrawon dan hyfforddiant ar gyrsiau Hyfforddiant Cychwynnol Athrawon / Trainees on Initial Teacher Training courses                                                                                                                         |                                                                                                                |
| Athro cyflenwi parhaol (ac eithrio unrhyw gategoriâu a gofrestrwyd uchod) (ysgolion meithrin yn unig) / Permanent supply teacher (other than any entered in above categories) (nursery schools only)                                         |                                                                                                                |
| Athro Cyflenwi dan Gontract (heb fod yn asiantaeth) / Contracted Supply Teacher (non-agency)                                                                                                                                                 |                                                                                                                |
| Cynorthwyyr Addysgu Lefel Uwch (CALU) / Higher Level Teaching Assistant (HLTA)                                                                                                                                                               |                                                                                                                |
| Cynorthwyyr / cynorthwyyr athrawon eraill a gyflogir yn yr ystafell ddosbarth / Other teacher assistants/aides employed in the classroom                                                                                                     |                                                                                                                |
| Cynorthwyyr iaith dramor/cymorth iaith / Foreign language assistants/language support                                                                                                                                                        |                                                                                                                |
| Staff cymorth anghenion arbennig / Special educational needs support staff                                                                                                                                                                   |                                                                                                                |
| Metronau/nyrsys/staff meddygol (yn cynnwys gweithwyr GIG) / Matrons/nurses/medical staff (including NHS employees)                                                                                                                           |                                                                                                                |
| Staff cymorth bugeiliol / Pastoral support staff                                                                                                                                                                                             |                                                                                                                |
| Llyfrgellwyr a chynorthwyyr y llyfrgell / Librarians and library assistants                                                                                                                                                                  |                                                                                                                |
| Goruchwylywr Swyddogion Goruchwylio / Examinations Officers Invigilators                                                                                                                                                                     |                                                                                                                |
| Staff gweinyddol arall / Other administration staff                                                                                                                                                                                          |                                                                                                                |
| Rheolwr Busnes Ysgol neu staff gyfatebol / School Business Manager or equivalent                                                                                                                                                             |                                                                                                                |
| Technegwyr Gwyddoniaeth a Labordy / Science and Laboratory Technicians                                                                                                                                                                       |                                                                                                                |
| Staff TGCh / ICT Staff                                                                                                                                                                                                                       |                                                                                                                |
| Staff Cymorth Eraill / Other Support Staff                                                                                                                                                                                                   |                                                                                                                |

Eniamp! (½ diwrnod = 0.1 FTE ee. 3 diwrnod = 0.6 FTE)

Example (½ day = 0.1 FTE eg. 3 days = 0.6 FTE)

NODWCH OS GWELWCH YN DDA / OTHER PLEASE STATE:

| RÔL / ROLE | Cyflwrth ag amser llawn (FTE)<br>fesul rôl dan gontract / Full<br>Time Equivalent (FTE) per<br>contracted role |
|------------|----------------------------------------------------------------------------------------------------------------|
|            |                                                                                                                |
|            |                                                                                                                |
|            |                                                                                                                |
|            |                                                                                                                |

## DATGANIAD / DECLARATION

LLOFNOD / SIGNATURE: \_\_\_\_\_ DYDDIAD / DATE: \_\_\_\_\_

Bydd gwybodaeth bersonol yn cael ei gadw a'i brosesu gan yr ysgol at ddibenion a welir yn yr Hysbysiad Preifatnydd, ac yn unol â darpariaethau Rheoliadau Diogelu Data Cyffredinol (GDPR). Gall y wybodaeth bersonol a ddarparwyd gael ei rannu â thrydydd parti yn ôl yr anghen er mwyn gwirio'r wybodaeth, atal neu ganfod trosedd a/neu er mwyn cyflawni unrhyw swyddogaeth statudol neu weinyddol neu fel sy'n ofynnol gan y gyfraith. Am gopi o'r Hysbysiad Preifatnydd, cysylltwch â'ch ysgol.

Personal information will be held and processed by the School for those purposes contained in the School's Privacy Notice, and in accordance with the provisions of the General Data Protection Regulation (GDPR). Personal information provided may be shared with third parties as and when necessary in order to verify the information, for the prevention or detection of crime and/or for the purposes of discharging any statutory or administrative function as required by law. For a copy of the Privacy Notice, contact your school.

## YSGOL ABERCONWY

CWBLHEWCH pob adran os gwelwch yn dda / Please COMPLETE all Sections AND return to Mr. Kuljit Bratch

### MANYLION PERSONOL / PERSONAL DETAILS

|                                                                         |                |  |              |  |
|-------------------------------------------------------------------------|----------------|--|--------------|--|
| TEITL / TITLE                                                           |                |  |              |  |
| ENW CYFREITHIOL / LEGAL FORENAME                                        |                |  |              |  |
| ENW CANOL / MIDDLE NAME                                                 |                |  |              |  |
| CYFENW CYFREITHIOL / LEGAL SURNAME                                      |                |  |              |  |
| ENW DEWISOL / CHOSEN NAME                                               |                |  |              |  |
| DYDDIAD GENI / DATE OF BIRTH                                            |                |  |              |  |
| RHYW / SEX                                                              | BENYW / FEMALE |  | GWRYW / MALE |  |
| HUNANIAETH RHYWEDD ERS YR ENIDIGAETH / GENDER IDENTITY SAME SINCE BIRTH | DO / YES       |  | NADDO / NO   |  |
| RHIF YG / NI NUMBER                                                     |                |  |              |  |
| RHIF ATHRO (CGA) / TEACHER NO. (EWC)                                    |                |  |              |  |
| CYFEIRIAD / ADDRESS                                                     |                |  |              |  |
| COD POST / POST CODE                                                    |                |  |              |  |
| RHIF FFÔN / TEL NO.                                                     |                |  |              |  |
| E-BOST / E-MAIL                                                         |                |  |              |  |

YDYCH CHI'N YSTYRIED BOD GENNYCH CHI ANABLEDD / DO YOU CONSIDER YOURSELF TO HAVE A DISABILITY

|          |  |            |                   |
|----------|--|------------|-------------------|
| DO / YES |  | NADDO / NO |                   |
|          |  |            | Gwrthod / Refused |

### HUNANIAETH GENEDLAETHOL / NATIONAL IDENTITY

TICIWCH UN BLWCH / TICK ONE BOX

|                      |  |                   |                   |
|----------------------|--|-------------------|-------------------|
| PRYDEINIG / BRITISH  |  | CYMREIG / WELSH   |                   |
| SAESNEG / ENGLISH    |  | GWYDDELIG / IRISH |                   |
| ALBANAIDD / SCOTTISH |  | ARALL / OTHER     |                   |
|                      |  |                   | Gwrthod / Refused |

Dychwelwch y ffurflen hon i Ysgol Aberconwy  
Please return this form to Ysgol Aberconwy

**CEFNDIR ETHNIG / ETHNIC BACKGROUND – TICIWCH UN OPSIWN / PLEASE TICK ONE OPTION**

|                                                                           |                          |                                                                              |
|---------------------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------|
| <b>Gwyn / White</b>                                                       |                          |                                                                              |
| Gwyn – Prydeinig / White – British                                        | <input type="checkbox"/> | Almaenig / German                                                            |
| Teithiwr / Traveller                                                      | <input type="checkbox"/> | Groegaidd/Cypraid Groegaidd / Greek/Greek Cypriot                            |
| Teithiwr o Dras Wyddelig / Traveller of Irish Heritage                    | <input type="checkbox"/> | Hwngaraidd / Hungarian                                                       |
| Teithiwr 'Newydd' / 'New' Traveller                                       | <input type="checkbox"/> | Eidalaidd / Italian                                                          |
| Teithiwr Galwedigaethol / Occupational Traveller                          | <input type="checkbox"/> | Kosofanaidd / Kosovan                                                        |
| Teithiwr Arall / Other Traveller                                          | <input type="checkbox"/> | Latfaidd / Latvian                                                           |
| Pobl Sioe / Show Person                                                   | <input type="checkbox"/> | Lithwanaidd / Lithuanian                                                     |
| Sipsi / Gypsy                                                             | <input type="checkbox"/> | Maltaidd / Maltese                                                           |
| Sipsi Roma Prydeinig / British Gypsy                                      | <input type="checkbox"/> | Montenegroidd / Montenegrin                                                  |
| Sipsi O Wledydd Eraill / Gypsy from other countries                       | <input type="checkbox"/> | Pwylaidd / Polish                                                            |
| Sipsi Arall / Other Gypsy                                                 | <input type="checkbox"/> | Portiwgeaidd / Portuguese                                                    |
| Roma / Roma                                                               | <input type="checkbox"/> | Romanaidd / Romanian                                                         |
| Roma UE / EU Roma                                                         | <input type="checkbox"/> | Rwsiaidd / Russian                                                           |
| Roma O Wledydd Eraill / Roma from other countries                         | <input type="checkbox"/> | Sgandinafaidd / Scandinavian                                                 |
| Roma Arall / Other Roma                                                   | <input type="checkbox"/> | Serbiaidd / Serbian                                                          |
| Unrhyw Gefndir Gwyn Arall / Any other white background                    | <input type="checkbox"/> | Slofaidd / Slovakian                                                         |
| Albanaidd / Albanian                                                      | <input type="checkbox"/> | Slofenaidd / Slovenian                                                       |
| Bosniaidd – Herzegovinaidd / Bosnian-Herzegovinian                        | <input type="checkbox"/> | Sbaenaidd / Spanish                                                          |
| Bwlgaraidd / Bulgarian                                                    | <input type="checkbox"/> | Twrciaidd/Cypraid Twrciaidd / Turkish/Turkish Cypriot                        |
| Croataidd / Croatian                                                      | <input type="checkbox"/> | Wcrainaidd / Ukrainian                                                       |
| Tsiecaidd / Czech                                                         | <input type="checkbox"/> | Ewropeaidd Gwyn Arall / White European Other                                 |
| Ffrengig / French                                                         | <input type="checkbox"/> | Gwyn arall / Other White                                                     |
| <b>Cymysg / Mixed</b>                                                     |                          |                                                                              |
| Gwyn a Charibiaidd Du / White and Black Caribbean                         | <input type="checkbox"/> | Asiaidd a Tsieineaidd / Asian and Chinese                                    |
| Gwyn ac Affricanaidd Du / White and Black African                         | <input type="checkbox"/> | Gwyn a Tsieineaidd / White and Chinese                                       |
| Gwyn ac Asiaidd / White and Asian                                         | <input type="checkbox"/> | Du a Tsieineaidd / Black and Chinese                                         |
| Unrhyw gefndir cymysg arall / Any other mixed background                  | <input type="checkbox"/> | Cefndir Cymysg Arall / Other Mixed Background                                |
| Asiaidd ac unrhyw Grŵp Ethnig Arall / Asian and Any Other Ethnic Group    | <input type="checkbox"/> | Tsieineaidd ac Unrhyw Grŵp Ethnig Arall / Chinese and Any Other Ethnic Group |
| Gwyn ac Unrhyw Grŵp Ethnig Arall / White and Any Other Ethnic Group       | <input type="checkbox"/> | Du ac unrhyw grŵp ethnig arall / Black and any other ethnic group            |
| Asiaidd a Du / Asian and Black                                            | <input type="checkbox"/> |                                                                              |
| <b>Asiaidd neu Brydeinig Asiaidd / Asian or Asian British</b>             |                          |                                                                              |
| Indiaidd / Indian                                                         | <input type="checkbox"/> | Asiaidd Affricanaidd / African Asian                                         |
| Pacistaniaidd / Pakistani                                                 | <input type="checkbox"/> | Kashmiraidd / Kashmiri                                                       |
| Pacistaniaidd Mirpuri / Mirpuri Pakistani                                 | <input type="checkbox"/> | Nepalaidd / Nepali                                                           |
| Pacistaniaidd arall / Other Pakistani                                     | <input type="checkbox"/> | Sinhaleaidd / Sinhalese                                                      |
| Bangladeshi / Bangladeshi                                                 | <input type="checkbox"/> | Tamil Sri Lankaidd / Sri Lankan Tamil                                        |
| Unrhyw gefndir Asiaidd arall / Any other Asian Background                 | <input type="checkbox"/> | Asiaidd Arall / Other Asian                                                  |
| <b>Du neu Brydeinig Du / Black or Black British</b>                       |                          |                                                                              |
| Caribiaidd / Caribbean                                                    | <input type="checkbox"/> | Sudaneaidd / Sudanese                                                        |
| Affricanaidd / African                                                    | <input type="checkbox"/> | Affricanaidd Du Arall / Other Black African                                  |
| Eritreidd / Eritrean                                                      | <input type="checkbox"/> | Unrhyw gefndir du arall / Any other black background                         |
| Ghanaidd / Ghanaian                                                       | <input type="checkbox"/> | Ewropeaidd Du / Black European                                               |
| Nigeriaidd / Nigerian                                                     | <input type="checkbox"/> | Du Gogledd America / Black North American                                    |
| Sierra Leonaidd / Sierra Leonian                                          | <input type="checkbox"/> | Du Arall / Other Black                                                       |
| Somalaidd / Somali                                                        | <input type="checkbox"/> |                                                                              |
| <b>Tsieineaidd neu Brydeinig Tsieineaidd / Chinese or Chinese British</b> |                          |                                                                              |
| Tsieineaidd neu Brydeinig Tsieineaidd/Chinese or Chinese British          | <input type="checkbox"/> | Tsieineaidd Singapuraidd / Singaporean Chinese                               |
| Tsieineaidd Hong Kong / Hong Kong Chinese                                 | <input type="checkbox"/> | Taiwanaidd / Taiwanese                                                       |
| Tsieineaidd Malaysiaidd / Malaysian Chinese                               | <input type="checkbox"/> | Tsieineaidd Arall / Other Chinese                                            |
| <b>Unrhyw gefndir ethnig arall / Any other ethnic background</b>          |                          |                                                                              |
| Unrhyw gefndir ethnig arall / Any other ethnic background                 | <input type="checkbox"/> | Lebaneaidd / Lebanese                                                        |
| Affghan / Afghan                                                          | <input type="checkbox"/> | Malaiaidd / Malay                                                            |
| Arabaidd / Arab                                                           | <input type="checkbox"/> | Morocaidd / Moroccan                                                         |
| Eiffaidd / Egyptian                                                       | <input type="checkbox"/> | Polynelaidd / Polynesian                                                     |
| Ffilipinaidd / Filipino                                                   | <input type="checkbox"/> | Saudi Arabaidd / Saudi Arabian                                               |
| Iranaidd / Irani                                                          | <input type="checkbox"/> | Syriaidd / Syrian                                                            |
| Iracaidd / Iraqi                                                          | <input type="checkbox"/> | Thai / Thai                                                                  |
| Siapaneaidd / Japanese                                                    | <input type="checkbox"/> | Fietnamaidd / Vietnamese                                                     |
| Coreaidd / Korean                                                         | <input type="checkbox"/> | Yemenaidd / Yemeni                                                           |
| Cwrdaidd / Kurdish                                                        | <input type="checkbox"/> | Grŵp Ethnig Arall / Other Ethnic Group                                       |
| Libyaidd / Libyan                                                         | <input type="checkbox"/> | Americanaidd Uadain/De/Canolbarth / Latin/South/Central America              |
| <b>Gwrthod / Refused</b>                                                  |                          |                                                                              |

**MANYLION PROFFESIYNOL / PROFESSIONAL DETAILS**

Oes gennych chi Statws Cynorthwy-ydd Lefel Addysgu Uwch (CALU) / Do you hold a Higher Level Teacher Assistant Status (HLTA) (QTS)

DO / YES ☐ NADDO / NO ☐

A oes gennych Gymhwyster Proffesiynol Cenedlaethol ar gyfer Prifathrawiaeth (CPCP) / Do you hold a National Professional Qualification for Headship (NPQH)

DO / YES ☐ NADDO / NO ☐

Dyddiad a gafwyd CPCP / Date obtained NPQH

DD/MM/YYYY

Oes gennych Statws Athro Cymwys (SAC) / Do you hold a Qualified Teacher Status (QTS)

DO / YES ☐ NADDO / NO ☐

Dyddiad a gafwyd SAC / Date obtained QTS

DD/MM/YYYY

Llwybr Statws Athro Cymwys / Qualified Teacher Status route:  
TICIWCH UN OPSIWN / PLEASE TICK ONE OPTION

|                                                                                                 |                          |                                                                                                 |                          |
|-------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------|--------------------------|
| Addysg Gychwynnol Athrawon – Cwrs Israddedig / Initial Teacher Education – Undergraduate course | <input type="checkbox"/> | Cyd-gydnabyddiaeth gan YG, yr Alban neu'r AEE / Mutual Recognition from NI, Scotland or the EEA | <input type="checkbox"/> |
| Addysg Gychwynnol Athrawon – Cwrs ôl Raddedig / Initial Teacher Education – Postgraduate course | <input type="checkbox"/> | Llwybrau Hyblyg / Flexible Routes                                                               | <input type="checkbox"/> |
| Rhaglen Athrawon Hyfforddedig Dramor / Overseas Trained Teacher Programme                       | <input type="checkbox"/> | Athro sydd wedi'i Hyfforddi Dramor / Overseas Trained Teacher                                   | <input type="checkbox"/> |
| Rhaglen Athrawon Cofrestredig / Registered Teacher Programme                                    | <input type="checkbox"/> | Ysgol Uniongyrchol / School Direct                                                              | <input type="checkbox"/> |
| Rhaglen Athrawon Graddedig / Graduate Teacher Programme                                         | <input type="checkbox"/> | Ysgol Uniongyrchol (Cyflogedig) / School Direct (Salaried)                                      | <input type="checkbox"/> |
| Dysgu'r Rhaglen Gyntaf / Teach First Programme                                                  | <input type="checkbox"/> |                                                                                                 | <input type="checkbox"/> |

Gallu Cymraeg / Welsh Ability:  
TICIWCH UN OPSIWN / PLEASE TICK ONE OPTION

|                                                              |                          |
|--------------------------------------------------------------|--------------------------|
| Dim Sgiliau iaith Gymraeg / No Welsh language Skills         | <input type="checkbox"/> |
| Lefel Mynediad / Entry Level                                 | <input type="checkbox"/> |
| Lefel Sylfaen / Foundation Level                             | <input type="checkbox"/> |
| Lefel Ganolradd / Intermediate Level                         | <input type="checkbox"/> |
| Lefel Uwch / Advanced Level                                  | <input type="checkbox"/> |
| Lefel Hyfdr / Proficient Level                               | <input type="checkbox"/> |
| Gwybodaeth na chagwyd hyd yma / Information not yet obtained | <input type="checkbox"/> |

Dysgu/Gweithio trwy gyfrwng y Gymraeg / Teaching/Working through the medium of Welsh:  
TICIWCH UN OPSIWN / PLEASE TICK ONE OPTION

|                                                                                                                                                                             |                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Dysgu/Gweithio trwy gyfrwng y Gymraeg yn y swydd bresennol / Teaching/Working through the medium of Welsh in current post                                                   | <input type="checkbox"/> |
| Yn gallu addysgu/gweithio trwy gyfrwng y Gymraeg ond heb wneud hynny yn y swydd bresennol / Able to teach/work through the medium of Welsh but not doing so in current post | <input type="checkbox"/> |
| Ddim yn gallu addysgu/gweithio trwy gyfrwng y Gymraeg / Not able to teach/work through the medium of Welsh                                                                  | <input type="checkbox"/> |
| Dysgu Cymraeg fel pwnc yn unig (*i athrawon sy'n addysgu hyd at y CC blwyddyn 6 yn unig) Teaching Welsh as a subject only (*for teachers teaching up to NC year 6 only)     | <input type="checkbox"/> |

Perthynas agosaf / Next of Kin

Y berthynas i chi / Relationship to you

CYFEIRIAD / ADDRESS

RHIF FFÔN / TEL NO.

E-BOST / E-MAIL