



## Before you employ someone in your home, keep this guidance in mind:

### ▶ CV

Have they provided a full employment history?

### ▶ References

Did you speak to the referee? Were there any previous concerns?

### ▶ Qualification

Do they have any childcare experience?

### ▶ Disclosure and Barring Scheme (DBS) check

Is the potential employee registered with the Annual update DBS scheme or do you need to carry a check out?

### ▶ Interview

Think carefully about your interview questions, and consider asking about behaviour management and emergency responses.

If your child has a disability or SEN do they have experience?

### ▶ How do you talk to your child about keeping safe?

\* This is not an exhaustive list, but a few pointers to help you think about what is best for your child

Registering your nanny/au pair on Ofsted's voluntary register is easy. Training and DBS checks are offered as part of the registration process. Register at [www.ofsted.gov.uk](http://www.ofsted.gov.uk)

### BENEFITS OF REGISTRATION

- ✓ Your child is safe and receives good quality care
- ✓ Your nanny/au pair can gain training and more qualifications

For more details about registering with Ofsted, contact the Family and Young People's Information Service:

**020 7332 3126**

[www.fyi.cityoflondon.gov.uk](http://www.fyi.cityoflondon.gov.uk)

### CONCERNED ABOUT SOMEONE LOOKING AFTER YOUR CHILD?

You can contact the Designated Officer (formerly known as the Local Authority Designated Officer (LADO) at the City of London Corporation on:

**0207 332 1215**

### USEFUL LINKS

[www.nspcc.org.uk](http://www.nspcc.org.uk)

[www.childrensociety.org.uk/Child\\_Abuse](http://www.childrensociety.org.uk/Child_Abuse)