

Health declaration form for children's social care applicants

This form is for people applying to be connected with, or currently connected to, a registered social care provider. We use this form to record your declaration regarding your health and any relevant medical conditions. We may also ask you to complete this form to help us determine whether you are suitable to continue in post if there are any significant changes in your health while registered.

It is important that you complete and send this form to Ofsted as soon as possible. We will not accept forms received more than 6 months after the date of signature.

We have a separate health declaration form for [childcare applicants](#).

Who must complete this form

You must complete sections **A**, **B** and **C** if you are applying as a:

- registered provider of children's social care services
- responsible individual of an organisation carrying on a children's home, residential family centre, residential holiday scheme for disabled children, adoption support agency, independent fostering agency or voluntary adoption agency
- registered manager of a children's home, residential family centre, residential holiday scheme for disabled children, adoption support agency, or independent fostering agency
- nominated individual of an organisation providing a supported accommodation service or undertaking
- registered service manager in a supported accommodation service or undertaking.

Why it is needed

Ofsted is required to regulate and inspect children's social care services under the Care Standards Act 2000. We collect your health declaration, which you are required to provide under the relevant regulations.¹

¹ The Care Standards Act 2000 (Registration)(England) Regulations 2010 Schedule 2, paragraph 3 and Schedule 3, paragraph 11.

As part of determining your suitability to carry on or manage registered children's social care services, we assess your physical and mental fitness. The information you provide helps us to make a fair and balanced judgement when making an overall suitability decision.

We may refuse your application for registration as a children's social care provider or manager of a children's social care provision if you are not mentally and physically fit to do so.

How we use the information you provide

Processing your data allows us to:

- record your health declaration and your consent to Ofsted sharing your health declaration with your GP or other relevant medical professionals, including our medical advisers if we require further details or clarification
- use the information provided to inform our overall suitability decision about whether to register you as a children's social care provider or associated with one
- get accurate and up-to-date health information where this is required to determine your continued suitability
- keep a record of health information as evidence and audit of the suitability decisions we have made
- carry out our legal obligations or exercise rights in connection with your being a registered children's social care provider or associated with one.

We will keep your health declaration form for 3 months from the point of our registration decision or your withdrawal, should you withdraw your application. We may keep medical information of concern for longer for evidence and audit of the suitability decisions we have made, where relevant to the safeguarding of children.

Who the information is shared with

We will share the health information that you provide with our inspectors and regulatory staff to inform regulatory decisions.

We may also share your data with third parties where required to do so by law, or where we have another legitimate interest in doing so. For example, we have a [duty to share relevant information with other statutory agencies](#) if we have concerns about the welfare of children and young people.

How we protect your data

We have internal policies in place to protect your data from misuse, loss or accidental destruction. The electronic data stored on our IT systems conforms to industry standards, meeting all relevant requirements.

We have established protocols to address any suspected breaches in data security. We will promptly inform you and any relevant regulatory authorities of any suspected breaches where we are legally obliged.

When we enlist third parties to handle personal data on our behalf, they operate according to written directives, maintain confidentiality and are mandated to enforce suitable technical and organisational safeguards to protect your data's security.

You can find details of how Ofsted handles personal information in our [social care privacy notice](#).

Right to withdraw consent

You have the right to withdraw your consent for the processing of your health information at any time. Once we have received notification that you have withdrawn your consent, we will no longer process your information for the purpose or purposes you originally agreed to, unless we have another legitimate basis for doing so in law or to comply with children's social care regulations.

As the processing of your health information is linked to suitability decisions, if you decide to withdraw your consent or fail to give it if permission for further information is requested, we may not be able to complete our assessment. Therefore, [we may refuse the application or cancel the registration\(s\)](#) your health check is associated with depending on all the information available to us.

If you would like to exercise any of these rights, please contact sc.admin@ofsted.gov.uk.

If you believe that we have not complied with your data protection rights, we hope that we can resolve any query or concern you have. If not, you can complain to the [Information Commissioner](#).

If we need more information or advice

If we need more information after we receive your completed health declaration form, we will contact you to discuss the next steps.

We may ask you to:

- provide more details about your health information
- meet with one of our inspectors.

If we have queries and need more medical advice, we will ask for your permission to approach our medical advisers. They may contact you, your GP or other relevant medical practitioners to explore the information further and advise us about your medical fitness for your role.

We may also ask you to attend a consultation with our medical adviser or a private health specialist. Our medical adviser will request your consent to contact your GP or medical practitioners using their own consent form (form HM40) if this step is required.

How to complete this form

You must:

- complete sections **A**, **B** and **C**
- save and upload the declaration as part of your 'Apply to be connected with a children's social care service form (SC2)'.

It is an [offence](#) to make a statement that you know is false or misleading as part of an application.

If you have any queries about this form, please email sc.admin@ofsted.gov.uk

Health form

A	Personal details	
	Title	
	First name	
	Surname	
	Date of birth (dd/mm/yyyy)	
	Current full postal address	
	Postcode	
	Telephone number	
	Email address	
	Service, setting or agency details	
	Name	
	Ofsted unique reference number (URN), if known	
	Address	
	Postcode	
	Telephone number	

B Role details	
B1	Please select the relevant role(s) this health check is required for.
a)	Registered provider of children’s social care services
b)	Responsible individual of an organisation carrying on a children’s home, residential family centre, residential holiday scheme for disabled children, adoption support agency, independent fostering agency and voluntary adoption agency
c)	Nominated individual of an organisation providing a supported accommodation service or undertaking
d)	Registered manager of a children’s home, residential family centre, residential holiday scheme for disabled children, adoption support agency, independent fostering agency
e)	Registered service manager in supported accommodation or undertaking

c Health declaration			
<p>The vulnerability of children and young people in social care settings places particular pressures on leaders and managers. All roles listed in section B require sound decision-making skills and resilience in situations that can sometimes be stressful and pressured.</p> <p>Managers who are on site and overseeing a team of people caring for or supporting children may need, subject to any reasonable adjustments, to be able to move around the premises and help with the care being provided. You should consider what is required of you in the role you are applying for when answering question C1.</p> <p>Please complete your health declaration in full. If you leave out any significant information about your health, we may judge that you are not suitable to carry on, manage or act as nominated individual or responsible individual for a children’s social care service.</p>			
C1	<p>Do you have any medical conditions that may affect your suitability for the role?</p> <p>For example, do you have a history of any significant health conditions, such as mental health, neurological or physical conditions, or are you taking any medication that may have an impact on your ability to work in this role?</p>	Yes	No

c	Health declaration		
	If 'yes', please give details, including treatment, dosage of medication, how you manage the condition/issue and whether you have shared this with your employer, where relevant.		
C2	Do you have a history of drug and alcohol misuse in the last 5 years?	Yes	No
	If 'yes', please provide details including date(s), treatment and current health.		

Statement of declaration

I understand that Ofsted will use the information above to make a decision about my suitability to carry on, manage or act as nominated individual or responsible individual for a children’s social care service.

I declare that I know of no health reason why I should not be considered mentally and physically fit to carry on, manage or act as nominated individual or responsible individual for a children’s social care service.

I declare that, to the best of my knowledge, the answers given to the questions above are full and correct. I agree to notify Ofsted of any relevant changes to my health.

I understand that Ofsted may ask my permission to seek further information from my doctor and Ofsted’s medical advisers if Ofsted needs more information about my health, and that Ofsted’s medical adviser may also ask me to attend an interview or consultation.

Signed	
Print name	
Date of signature	