

**COOMBE ACADEMY TRUST  
 LIST 99 CHECKS**

List 99 contains the names and dates of birth of people who cannot or are limited in some way from working as a teacher, or other category of staff, eg a caretaker, in a school.

All employees including Volunteers and Governors should be list 99 checked before starting their appointment and this will cover them during the interim period whilst the DBS application form is being processed. This check is required prior to starting work with the children.

The following details should be completed and returned to the Headteacher's PA, Coombe Girls' School, Clarence Avenue, New Malden, KT3 3TU.

<b>Surname:</b>		<b>Forenames:</b>	
<b>Previous or Other Surname:</b>		<b>Date of Birth:</b>	
<b>Job Title/ Position:</b>			
<b>School/ Location:</b>	Coombe Girls' School, Clarence Avenue, New Malden, Surrey, KT3 3TU		

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***To be completed by Headteacher's PA:***

***The above person has been checked against List 99 and no record of their name has been found.***

***Signed:*** \_\_\_\_\_ ***Date:*** \_\_\_\_\_