

Inspection Top Tips

Staff Qualifications

October 2025



Children's Homes Regulations

- “ (4) For the purposes of paragraph (3)(b), an individual who works in the home in a care role has the appropriate qualification if, by the relevant date, the individual has attained -
- (a) the Level 3 Diploma for Residential Childcare (England) (“the Level 3 Diploma”); or
 - (b) a qualification which the registered person considers to be equivalent to the Level 3 Diploma.
- (5) The relevant date is -
- (a) in the case of an individual who starts working in a care role in a home after 1st April 2014, the date which falls 2 years after the date on which the individual started working in a care role in a home; or
 - (b) in the case of an individual who was working in a care role in a home on 1st April 2014, 1st April 2016.
- ”

Regulation 32

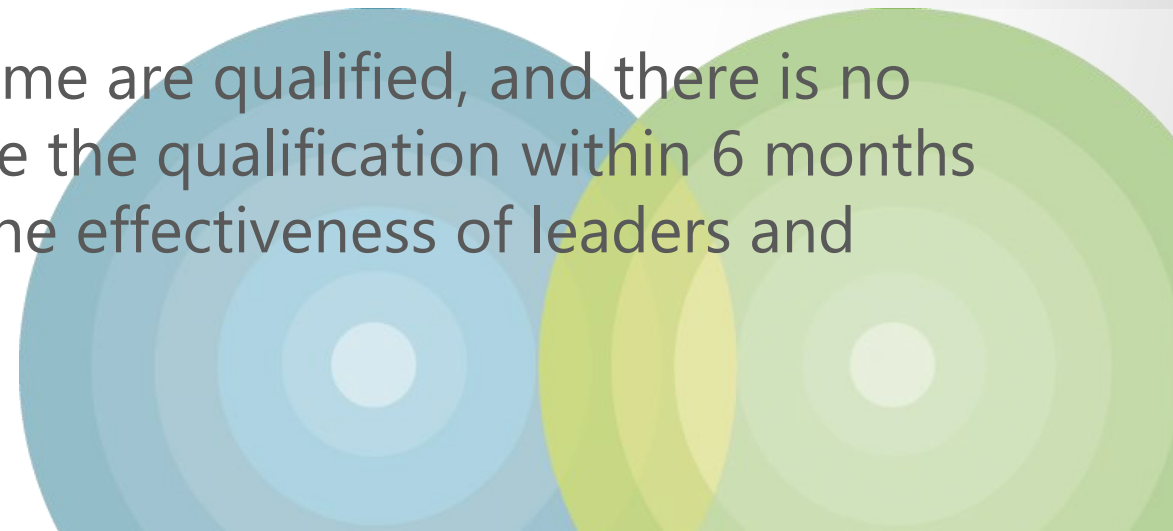
Children's Homes Guide

10.12 All staff in a care role, including external agency or bank staff, must have the qualification in regulation 32(4) within the relevant timescale listed in regulation 32(5).

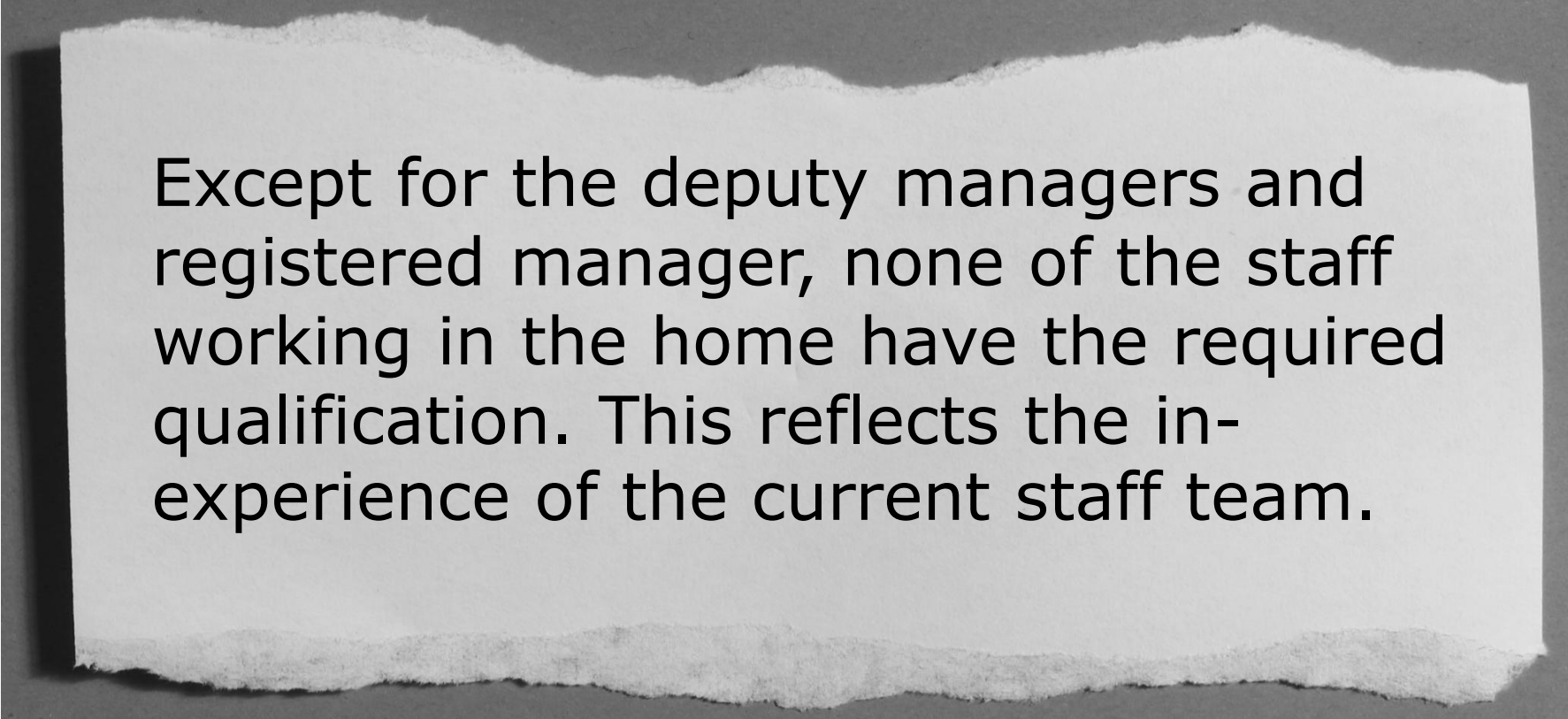


Children's Homes SCCIF Key Elements

- Any specific type or model of care delivered or commissioned by the home is provided by staff who are suitably trained, experienced, qualified and supervised. There is evidence of benefits to children and the care is reviewed regularly.
- The home is properly staffed and resourced to meet the needs of the children. Staff are suitably vetted and qualified and are able to deliver high-quality services to children and their families.
- Arrangements for recruitment and appraisals are robust and include children as appropriate.
- Where none, or very few, of the staff in a home are qualified, and there is no prospect that the remaining staff will achieve the qualification within 6 months or by the relevant date, the judgement for the effectiveness of leaders and managers is likely to be inadequate.



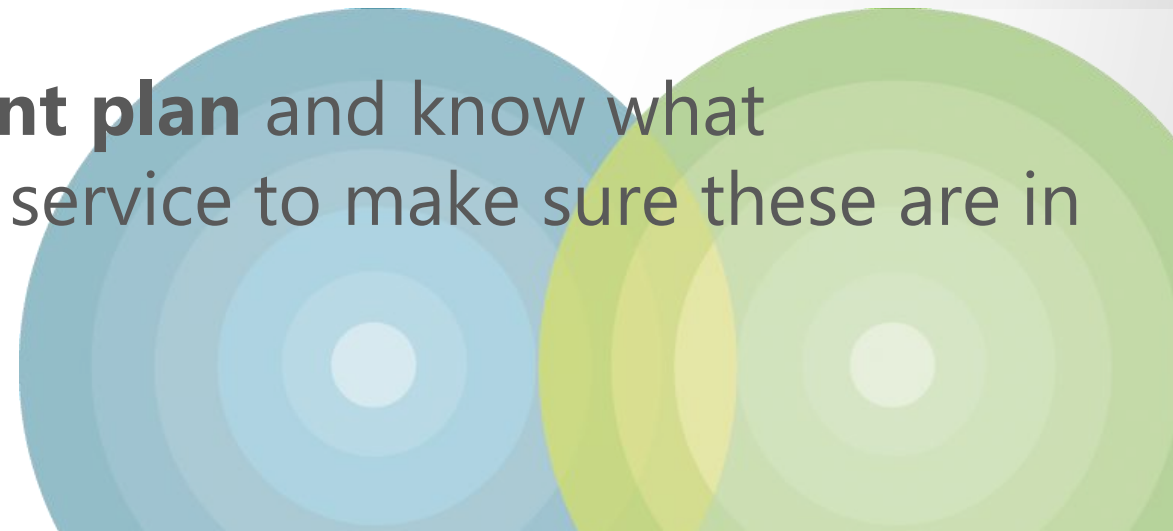
Ofsted comment from inspection – Inadequate Judgement

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Except for the deputy managers and registered manager, none of the staff working in the home have the required qualification. This reflects the inexperience of the current staff team.

Top Tips...

1. **Keep a summary sheet of qualification requirements for each role** and regularly review it with HR or training leads.
2. **Have a clear 3-6 month induction and review process** that evidences skills, not just certificates.
3. **Have an up-to-date training matrix** (colour coded) to evidence the staff team who are qualified and that others will be in timescale.
4. **Conduct an annual “skills gap audit”** to identify where extra training or recruitment is needed.
5. **Have a clear workforce development plan** and know what qualifications are required across the service to make sure these are in place.



Questions to consider...

- Do all staff have the qualifications required under the legislation?
- Is there a plan in place to achieve the required qualifications?
- Where you have agency and bank staff, do you have the evidence that they hold the qualification required?
- Is your training matrix clear and up to date?
- Are you clear what is considered a "relevant" qualification?



Safer Recruitment Training...

This course is aimed at managers and staff within organisations who are responsible for recruiting staff to work with children and vulnerable adults. Exploring the wider context of safeguarding and safer recruitment, making the right decisions during interview and selection ensuring the correct qualifications for the role, prevalence of abuse and profile of abusers, and maintaining an ongoing culture of vigilance.

Next dates:

Our next training course is on **10th & 17th November 2025, running 1pm-4:30pm.**

This course is delivered via zoom, costs £160+vat, reduced to **£120+vat for members.**

To find out more and book on to this course using the link below:

[Safer Recruitment Training](#)

