

## **TERMS AND CONDITIONS**

Upperby Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The Code of Conduct Statement is included in the pack and the interview will include questions about safeguarding children.

Please note the person specification must be met in full and each candidate's fulfilment of the requirements will be tested and assessed during the selection OR interview process

The process will include an assessment of the person's suitability to work with children.

If an applicant is short-listed, any discrepancies or anomalies in the information provided or issues arising from references, will be taken up at interview.

Current or previous employers will be contacted as part of the verification process of pre-appointment checks in the applicant is short-listed.

Where appropriate, a criminal record check via the Disclosure and Barring Service will also be required.

A satisfactory Pre-Employment Health Check must be complied by the successful candidate.

A self disclosure document will be required to be completed if selected for interview. We will also carry out social media checks.

The interview procedure will include candidates teaching a short task to a class and other tasks which will be decided prior to interview. The teaching task and arrangements for this will be forwarded to the successful candidate prior to the interview.

The amendments to the Exceptions Order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account.

Guidance and criteria on the filtering of these cautions and convictions can be found on the ministry of Justice website.