

Safer Recruitment Safeguarding Statement

The school pays full regard to DfE guidance 'Keeping Children Safe in Education' 2021 and with reference to the 'Position of Trust' offence (Sexual Offences Act 2003). We ensure that all appropriate measures are applied in relation to everyone who works in the school who is likely to be perceived by the children as a safe and trustworthy adult.

All posts in school are exempt from the Rehabilitation of Offenders Act 1974 and therefore you are required to declare:

- All unspent convictions and conditional cautions
- All spent convictions and adult cautions that are not protected (ie that are not filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) order 1975 (as amended in 2013 and 2020)

It is a criminal offence for an individual who is barred from working with children to apply for a role which is classed as regulated activity (ie involves working unsupervised with children)

The school will:

1. Implement robust recruitment procedures and checks for appointing staff and volunteers to ensure that reasonable steps are taken not to appoint a person who is unsuitable to work with children, or who is disqualified from working with children, or does not have the suitable skills and experience for the intended role.

The following pre-employment checks will be undertaken:

- Receipt of at least two satisfactory references
 - Verification of the candidate's identity
 - A children's Barred list check (when undertaking regulated activity)
 - A satisfactory enhanced DBS disclosure
 - A prohibition from teaching check (teachers only)
 - Verification of the candidate's medical fitness
 - Verification of qualifications
 - Verification of professional status where required eg QTS status
 - The production of evidence of the right to work in the UK
 - (For teaching posts) verification of successful completion of statutory induction period (applies to those how obtained QTS after 7 May 1999)
 - If the person has lived or worked outside the UK, make any further checks the school consider appropriate.
2. Keep and maintain a single central record of recruitment and vetting checks, in line with the Dfe requirements.
 3. Ensure that the terms of any contract with a contractor or agency requires them to adopt and implement measures described in this procedure. The school will monitor the compliance with these measures.
 4. Require staff who are convicted or cautioned for any offence during their employment with the school, to notify the school in writing of the offence and penalty.
 5. The school will refer to the Local Authority any individuals who give cause for concern and will refer individuals to the Disclosure and Barring service as required for possible inclusion on the Children's Barred List.