

# **Safer Recruitment Statement**

## **Introduction**

The college is committed to recruiting staff and volunteers who are suitable to work with children. The college follows the Keeping children safe in education statutory guidance for schools and colleges. All job descriptions contain the college's commitment to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

We are committed to:

- Safeguarding and protecting all children and young people by implementing robust safer recruitment practices
- Identifying and rejecting applicants who are unsuitable to work with children and young people
- Responding to concerns about the suitability of applicants during the recruitment process
- Responding to concerns about the suitability of employees and volunteers once they have commenced employment
- Ensuring all new staff and volunteers participate in an induction which includes safeguarding training

This safer recruitment statement supports the college's Safeguarding Policy Statement and Safeguarding Procedure.

## **Applications**

All prospective applicants must complete an application form in full accounting for any gaps in their education or employment history.

## **Selection Process**

Candidates will be required to:

- Provide proof of identity and evidence of right to work
- Explain any discrepancies, anomalies or gaps in their application including employment history
- Declare any information that is likely to appear on a DBS
- Demonstrate their capacity to safeguard and protect the welfare of children, young people and vulnerable adults

The college will ensure that at least one panel member will be safer recruitment trained.

## **Employment Checks**

All successful applicants are required to satisfy the following checks:

- Proof of right to work in the UK
- Evidence of qualifications specified as essential on the job description/person specification
- Satisfactory DBS disclosure (), payment for the DBS will be made by the individual via a salary deduction
- A full identity check
- Overseas check, where required

- Two satisfactory references, one of which must be the previous employer and where it is a teaching or nursery post a reference must be sought from that setting even if not current/previous employer.
- Barred List check
- Prohibition from Teaching check for all delivery staff
- Satisfactory medical clearance,

### **DBS Annual Self Declaration**

The college will request all staff to complete an annual DBS self-declaration form.

### **Induction and Probation**

All staff will receive an induction that includes safeguarding mandatory training and safeguarding policies and procedures.

Probation is subject to the completion of satisfactory safeguarding training.