



REVIEWED BY: Gareth Thomas

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PERSON/S RESPONSIBLE:

✓ SLT

SAFER RECRUITMENT POLICY

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APPROVED BY: Dean Smith

SIGNATURE: D Smith

INTRODUCTION

Primary Goal understands the importance of operating recruitment and selection processes that will endeavour to help deter, reject or identify people who might abuse children or vulnerable adults or are otherwise unsuited to work with them.

We recognise the need for a procedure for recruitment of staff, volunteers and consultants to adhere to any current legislation, and are mindful of safeguarding & equality & diversity best practice.

Primary Goal have a Recruitment, Safeguarding & Equality & Diversity policy which should be read alongside this policy.

The Government guidelines have now put greater emphasis on Safer Recruitment for all employees, workers, consultants and apprentices. As part of the new statutory guidance legislation we are required to: -

- Have at least one member of the interview panel to have undertaken 'safer recruitment' training

As well as the original statutory requirements to: -

- Verify an applicant's identity. Guidelines can be found on the GOV.UK website
- Obtain a relevant DBS check relevant to the role
- Verify the applicant's mental and physical fitness to carry out their work responsibilities. A job applicant can be asked relevant questions about disability and health to establish whether they have the physical and mental capacity for the specific role
- Verify the applicant's right to work in the UK. If there is uncertainty about whether an individual needs permission to work in the UK, follow the advice on the GOV.UK website
- If the applicant has lived outside the UK, make further checks as appropriate (3yr for apprentices residing in the UK)
- Verify professional qualifications, as appropriate. The Teacher Services' system should be used to verify any award of qualified teacher status (QTS)

REVIEW

Primary Goal will review this Policy annually. The review will be undertaken by the Management Team, with a nominated member of the Governance Board or Management Team responsible for leading the review.