SAFER RECRUITMENT

Friesland School is fully committed to the principles of safer recruitment, ensuring that safeguarding and promoting the welfare of children and vulnerable adults is central to any recruitment and selection process.

We expect candidates to understand their duties and responsibilities in relation to child protection and safeguarding children, young people and vulnerable adults for the post which they have applied. The selection processes will be based on good practice in selecting the best candidate for the job ensuring equality of opportunity for all applicants whilst excluding or rejecting those who may be unsuitable to work with our service users.

Safer recruitment requires strict pre-employment vetting checks to assess the suitability of an individual. Therefore, applicants will be advised to bring in original documentation such as passport and professional certificates that is deemed appropriate to the post. References will be used to check employment dates and relevant experience. A minimum of 2 written references will be taken up and, for some posts, these references will be requested prior to interview.

It is an offence to apply or accept to do any work with children (paid or unpaid) if disqualified from working with children.

Disclosure and Barring Service

The employer is registered with the Disclosure and Barring Service (DBS) for the purposes of conducting checks regarding criminal records for posts exempt from the provisions of the Rehabilitation of Offenders Act 1974 and complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly.

The employer will not discriminate unfairly against any subject of a disclosure on the basis of a conviction or other information revealed. It also abides by the Code of Practice issued by the DBS concerning checking, handling and storage of the results of any criminal record checks that are made as part of its recruitment, selection and other processes.

As a "registered body", the employer has an obligation to only request DBS checks that are relevant. A criminal records check should only be undertaken if the post is identified within the job profile. It is the employer's duty to utilise robust procedures to prevent and deter people deemed unsuitable to provide personal/social care to adults or work with children from accessing the workforce providing services to these groups.

Criminal Convictions

Some posts are exempt from the provisions of the Rehabilitation of Offenders Act 1974. The employer's policy on the recruitment of ex-offenders is made available at the outset of the recruitment process to all individuals applying for posts where a criminal records check is required. The employer must abide by relevant legislation including The Safeguarding of Vulnerable Groups Act 2006, The Protection of Children Act 1999, The Education Act 2002, The Criminal Justice and Court Services Act 2000 (amended 2003), The Care Standards Act 2000 and The Protection of Vulnerable Adults Act (July 2004), in respect of those it employs to provide personal/social care to adults or work with children. It is an offence for the employer to employ anyone who has been barred by the Independent Safeguarding Authority in posts classified as requiring a DBS check for a regulated activity providing personal/social care to adults or working with children.