



# **Safer Recruitment Policy Statement**

**Reviewed: August 2025**

**Next Review: September 2026**

## SAFER RECRUITMENT POLICY STATEMENT

The Trust's aims are to ensure that all children within our schools gain a first rate education, develop the skills necessary for the next stage in their lives and are equipped with the personal values and attributes that will make them successful in a fast changing world.

The Trust is committed to ensuring robust procedures are followed and rapid action is taken in a timely manner to safeguard and promote children's welfare in its schools through strong recruitment practices. It will follow the statutory guidelines provided by the Department for Education and ensure staff are properly trained in recognising and reporting safeguarding issues in the recruitment process. The Trust HR team will centrally monitor recruitment processes and Single Central register and will undertake online searches for new recruitment in line with the current Keeping Children Safe in Education guidance (KCSIE).

**Links with – Human Resources (HR) management, Health and Safety, Safeguarding and Child Protection Policy (Trust and School), current Keeping Children Safe in Education guidance.**

**Diversity (equality) impact assessment.** Safeguarding arrangements cover all children.

**Monitoring arrangements – LOCAL GOVERNING BODY** will appoint at least one Governor who will take a special interest in safeguarding matters and work with the Designated Safeguarding Lead (DSL). **LOCAL GOVERNING BODY** will ensure that all recruitment panels are safer recruitment compliant through annual monitoring of training records. All Governors are committed to undertake appropriate training (see Code of Conduct) and co-operate with any vetting and barring procedures.

### Risk Assessment

Area	Risk	Managed by Procedure
Child protection	Children not safe	These and Child protection and safeguarding procedures
Financial	Costs of tribunals etc	These and Financial procedures
Achievement and Attainment	Children not reaching potential	Curriculum
Business continuity	Reputation	These procedures
Other		

Date of CEO Approval:

August 2025

Review arrangements including date of review:

September 2026

## Procedures and responsibility

Trust wide and statutory DfE guidance

- Current Keeping Children Safe in Education
- Working together to safeguard children – September 2018

Trust wide – required – see HR management (Responsibility of the CEO to ensure implementation)

- Recruitment and Selection Policy & Procedure – which encompasses all safer recruitment practices
- Whistleblowing Policy
- Staff code of conduct
- Allegations of abuse against staff
- Low level concerns policy
- Evidenced Safer Recruitment Trained Panel member for every interview.

School Procedures required (responsibility of the Headteacher to ensure this in place)

- School Safeguarding policy – adapted from Trust model policy and reviewed annually
- Single central record (also a record of centrally employed staff) on SCR
- Anti-bullying
- Administration of medicines
- Support of children with medical conditions
- First Aid
- Volunteers in school
- ICT code of conduct
- Social media usage
- Peer-on-peer abuse
- Children who go missing from education
- Radicalisation (Prevent duty)

## EQUALITY IMPACT ASSESSMENT

Who is the policy or process intended for?	Pupils	Employees	Governors/ Trustees	Volunteers	Visitors
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Status of the policy or process:	New policy or process			Existing policy or process	
	<input type="checkbox"/>			<input checked="" type="checkbox"/>	
Analysis					
Protected Characteristic	Impact analysis			Explanation of impact analysis	
	Positive	Neutral	Negative		
Age:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Disability:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Sex:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gender neutral language used	
Gender reassignment:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gender neutral language used	
Race:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Religion or belief:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Sexual orientation:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Marriage or civil partnership:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Pregnancy and maternity:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No impact	
Evaluation and decision making					
Summary of action taken:	None required until next update or review				
Final decision:	Does not need wider review given that there is no negative impact.				