



Safer Recruitment Policy

September 2023

Next Review: Autumn 2024

SAFER RECRUITMENT POLICY

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 KCSiE 2023.

Links with – Human Resources (HR) management, Health and Safety, Safeguarding and Child Protection Policy (Trust and School), Keeping Children Safe in Education 2023.

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 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 Trustee Approval: November 2023

Review arrangements including date of review: Autumn 2024

Procedures and responsibility

Trust wide and statutory DfE guidance

- Keeping Children Safe in Education – September 2023
- Working together to safeguard children – September 2018

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

- Safer Recruitment
- Whistleblowing Policy
- Staff code of conduct
- Allegations of abuse against staff
- 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)