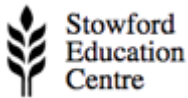


Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment.

Providers must take reasonable steps to ensure the safety of children, staff and others on the premises.



Policy statement

7. Safer recruitment

The safe recruitment of staff is the first step to safeguarding and promoting the welfare of the children. Stowford Education Centre is committed to safeguarding and promoting the welfare of children and young people and will expect all staff and volunteers to share this commitment. This policy should be read in conjunction with the Safeguarding Policy.

Procedures

Safer recruitment

- All staff working at farm school complete the following checks
 - Application form - any gaps in employment are asked about.
 - Face to face interview
 - Online searches for their name as part of due diligence
 - Enhanced DBS checked
 - Identity and right to work in the UK checked
 - Two good professional references

References will be expected to be in writing and be specific for the job for which the candidate has applied. Open references or testimonials will not be acceptable. Stowford Education Centre will not accept references from relatives or people writing solely in the capacity as a friend. Only references from a trusted, authoritative source will be acceptable. Reference requests will specifically ask:

- About the referee's relationship to the candidate;
- Whether the referee is satisfied that the candidate is suitable to work with children and, if not, for specific details of the concerns and the reasons why the referee believes that the person might be unsuitable.
- To confirm details of:
 - the applicant's current post, performance history and conduct;
 - any disciplinary procedures in which the sanction is current;
 - any disciplinary procedures involving issues related to the safety and welfare of children, including any in which the sanction has expired and the outcome of those.
 - any allegations or concerns that have been raised that relate to the safety and welfare of children or behaviour towards children and the outcome of these concerns.
 - any information about past disciplinary action or allegations will be considered in the circumstances of the individual case. Cases in which an issue was satisfactorily resolved some time ago, or of an allegation that was determined to be unfounded, or did not require formal disciplinary sanctions, and which no further issues have been raised, will be discussed with the current/former employer. More serious or recent concerns or issues or a history of repeated concerns or allegations over time will be cause for serious concern.

| | | |
|---|------------------------------|---------------------------|
| This policy was adopted by | Stowford Education Centre | <i>(Name of provider)</i> |
| On | 24 th May 2023 | <i>(date)</i> |
| Date to be reviewed | 31 st August 2025 | <i>(date)</i> |
| Signed on behalf of the provider | | |
| Name of signatory | Anna Bryant | |
| Role of signatory (e.g. chair, director or owner) | Owner | |

