



## **SAFER RECRUITMENT POLICY STATEMENT**

1. Corpus Christi Catholic Academy Trust (referred to hereafter as the Trust) is committed to ensuring the creation of a safer environment for our pupils by operating safer and fair recruitment practices in line with the statutory requirements and guidance. This commitment reflects our approach as Catholic Schools and our beliefs in the dignity of the individual.
2. The Trust believes that recruiting the best people to our schools is vital for our continued success in providing the highest standards of education to our pupils. By not appointing the right people to our roles can have a negative impact on the performance of our schools.
3. The Trust supports the creation of a safer culture to ensure the schools are an environment where everyone is safe and happy by reinforcing the safeguarding and well-being of children and young people in its care.
4. The Trust's Recruitment Policy and Procedure ensures that all recruitment will follow the safer recruitment process, which will identify, deter and prevent people who pose a risk of harm from working with our pupils. There will be at least one member on each recruitment panel who will have successfully completed the safer recruitment training
5. The recruitment panel will consist of at least three individuals who will assess the merits of each applicant against the job description and person specification to establish their suitability for the post and suitability to work with children and young people. All offers of employment will, therefore, be subject to the Trust being satisfied that the applicant or volunteer is a suitable person to work with children and young people.
6. The Trust's Recruitment Policy and Procedure complies with guidance outlined in Keeping Children Safe in Education September 2022, Working Together to Safeguard Children July 2018 and Guidance for safer working practice for those working with children and young people in education settings September 2019.
7. The Trust's Recruitment Policy and Procedure also complies with education and employment legislation including the Rehabilitation of Offenders Act 1974 and the Immigration, Asylum and Nationality Act 2006. It also takes into account the provisions of the Equality Act 2010 and nationally negotiated terms and conditions for both teachers and support staff.

8. The Trust is mindful of its obligations and duties under the Equality Act 2010 and will be mindful of the protected characteristics in the Equality Act (i.e. age, disability, gender, gender reassignment, race, religion or belief, sexual orientation, pregnancy or maternity and marriage or civil partnership) in the application of this policy and procedure.
9. The Trust will comply with the requirements of Data Protection Legislation and any regulations and our Data Protection Policy sets out how we comply with Data Protection Legislation.
10. The Trust's Recruitment Policy and Procedure is, therefore, an essential element in creating and maintaining a safe and supportive working environment for all pupils, staff and others within the school community. The aim of the Recruitment Policy and Procedure is to ensure both safe and fair recruitment and selection of all staff and volunteers by:
  - Attracting the best possible candidates to vacancies;
  - Deterring prospective candidates who are unsuitable to work with children and young people from applying for vacancies;
  - Identifying and rejecting those candidates who are unsuitable to work with children and young people;
  - Ensuring that all checks have been carried out on staff, volunteers and contractors in accordance with the policy, prior to them taking up posts within the Trust;
  - Monitoring any agencies and contractors compliance with the policy, including but not limited to teaching, teaching assistants and consultants. The Trust will only engage the services of agencies, contractors and consultants who carry out employee checks and whose operation is consistent with the terms and spirit of the policy;
  - Ensuring that the principles of the policy is applied to volunteers who are going to have an on-going role that involves regular contact with children, or who will regularly be on the premises when children are present;
  - Promoting the safety and wellbeing of young people at every stage of the recruitment process;
  - Applying the policy consistently to all candidates other than when reasonable adjustments are required to be made;
  - Retaining records of the process in line with our Recruitment Privacy Notice or our Employee Privacy Notice for appointed candidates, and our Retention and Destruction Policy and in line with the requirements of Data Protection Legislation.