

TO:	PERSONNEL COMMITTEE	
DATE:	16 TH JULY 2015	AGENDA ITEM: 6
TITLE:	AMENDMENTS TO Recruitment and Pre-Employment Checks Guide - Posts with Access to Children and Vulnerable Adults	
AUTHOR	KIRSTY BENNETT	HR PARTNER

1. PURPOSE

To outline the amendments made to the Recruitment and Pre-Employment Checks Guide - Posts with Access to Children and Vulnerable Adults, to bring it into line with legal requirements and best practice within the Council.

2. RECOMMENDATIONS

That you note this report and endorse the recommendations set out in 5 below.

3. BACKGROUND

COUNCIL POLICY

The Council's recruitment policy was re-launched in 2007 following guidance from the Department for Education on safer recruitment practices in schools and education settings. The principles contained within that guidance were adopted by the Council for recruitment across the wider range of posts with access to vulnerable groups.

The policy has now being updated to address two areas that have changed since 2007 - a) the application of the Childcare (Disqualification) Regulations 2009, and b) the inclusion of specific handling of references in children's services.

(a) CHILDCARE (DISQUALIFICATION) REGULATIONS 2009

The regulations require that anyone working in a childcare setting is asked to declare if they are disqualified from such work through a) having an order or other restriction against them in relation to childcare, b) having committed certain offences, and/or c) living with another person in their household to whom a) or b) applies ('by association').

These provisions have been added to the recruitment and selection policy.

Since we have started applying the regulations, one member of staff has successfully applied for a waiver and one has resigned. We have not had cause to suspend any other members of staff.

(b) REFERENCES

In children's services recruiting managers are required to confirm that references supplied for candidates are double checked with the referee to ensure they are genuine. This has been added into the procedure set out in the policy.

4. IMPACT

The updated policy sets out a recruitment procedure that meets guidance from the DfE to support safer recruitment. It also underpins the expectations of external inspection bodies such as Ofsted who will want to see policies and procedures in place to support safer recruitment.

5. RECOMMENDATIONS

That the updated Recruitment and Pre-Employment Checks Guide - Posts with Access to Children and Vulnerable Adults policy is noted and agreed.