

DISCLOSURE OF CRIMINAL BACKGROUND OF THOSE WITH ACCESS TO CHILDREN

THIS POST IS SUBJECT TO AN ENHANCED DBS CHECK WITH CHILDRENS BARRED LIST.

The amendments to the Rehabilitation of Offenders Act 1974 [exceptions] Order 1975 [2013 and 2020] provides that when applying for certain jobs and activities certain convictions and cautions are considered protected. This means that they do not need to be disclosed to employers and, if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found in 'Changes to the Criminal Records System November 2020.docx Page 2' on the Ministry of Justice Website and the websites of charities NACRO and UNLOCK.

It is an offence to apply for a post engaging in regulated activity relevant to children if you are barred from working with children. This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974, and whilst applicants are not required to make declarations at application stage, at the shortlisting stage all candidates will be required to complete a self- declaration form regarding their criminal record (unless 'protected') and will also be required to submit any information that would make them unsuitable to work with children.

Any such information will be treated in strictest confidence and used only in consideration of the suitability of the post. Criminal convictions will not automatically exclude you from being considered unless they fall within the threshold of being relevant and unsuitability, and will be considered on a case by case basis or as defined by the Department for Education (Keeping Children Safe in Education 2021)

Please refer to a link below on the school website to obtain a copy of the school's child protection policy and practices and policy on employment of ex-offenders.

<https://www.kdgb.miet.uk/download/safeguarding-policy-september-2019/>

If the job into which MIET is seeking to recruit is one of the excluded jobs listed in the ROA, MIET will only require shortlisted applicants to complete a self- declaration form of their criminal record or information that would make them unsuitable to work with children. Applicants must disclose on the declaration form all convictions, whether spent or unspent (other than where 'protected' cautions and protected convictions do not need to be disclosed, depending on the post concerned). Even in these circumstances, however, MIET will not refuse to employ a particular individual unless the nature of the conviction has some relevance to the post for which the individual has applied. Furthermore, if the job is exempt, MIET will, once it has selected the person to whom it wishes to offer employment, seek documentary evidence about that person's criminal convictions. MIET will seek the applicant's agreement to make a joint application to the Disclosure and Barring Service (DBS) for an Enhanced DBS with barred lists check. Where the individual is member of the DBS update service, MIET will, with their permission, carry out a status check on any current certificate. If an applicant has a conviction that is unspent/ spent and if the nature of the offence IS relevant to the job for which they have applied, MIET will review the individual circumstances of the case and may, at its discretion, decline to select or withdraw an offer of employment. MIET will not reimburse the individual the fee for obtaining the appropriate criminal records certificate

Safeguarding Recruitment Statement:

KD Grammar School is committed to safeguarding and promoting the welfare of children and young people and vulnerable adults and expects all staff and volunteers to share this commitment. This appointment is subject to the satisfactory completion of all pre-employment checks, including an Enhanced Disclosure and Barring Service (DBS) Check, Secretary of State Prohibition Order check and satisfactory references.