

Safeguarding Recruitment Statement William Alvey School

Applicants are advised that:

- When applying, you must provide a full employment history, including periods of unemployment, with dates (to the nearest month) and the names and addresses of previous employers.
- The School reserves the right to contact your present employer and any previous employer.
- Employers will be asked about disciplinary offences, including those which have expired.
- The post for which you are applying is exempt under the Rehabilitation of Offenders Act, so all criminal convictions must be stated, with dates. Failure to do so will disqualify the candidate from the appointment and, if appointed, may render the individual liable to immediate dismissal without notice.
- The School will ask all shortlisted candidates to disclose information about members of their household who have been disqualified (Child Care Act 2006) from working with children (disqualification 'by association').
- If successful in the selection process, you should be aware that you will be required to undergo an enhanced DBS check to identify that you are a suitable person to work with children. Further checks will be made at regular intervals thereafter.
- An individual disqualified from working with children through any of the various means available is guilty of an offence if he or she knowingly applies for or accepts any work in a regulated position, i.e. classified as working with children. (Criminal Justice and Court Services Act 2000).
- Confirmation of your identity and right to work in the UK will be undertaken through the production of birth certificate / marriage or divorce certificate / passport.
- Educational and professional qualifications will be verified. Original documents must be produced.
- The William Alvey School will only offer appointments if the above checks are satisfactory; and will allow no unsupervised access to children before completion of all checks.
- Interviews will be used to ensure applicants have a full understanding of the requirements of the job and its difficulties; young people may be involved in the selection process.