



St Peter's Church, Henleaze

Safer Recruitment Policy

POLICY STATEMENT

We will carefully select and train all those with any responsibility within the Church, in line with safer recruitment principles, including the use of Disclosure and Barring Service disclosures.

St Peter's is committed to implementing safer recruitment practice in the recruitment of all licenced ministers, volunteers and employees. The relevant vetting scheme is that of the Disclosure and Barring Service. The suitability of an applicant to work with children or adults at risk is never solely dependent on the outcome of a DBS check and the full safer recruitment process will be used to determine suitability of the candidate for the role.

Those who work with children and/or vulnerable adults, and those who supervise those workers, who are eligible for a DBS check will be required to undertake that check prior to starting in any role, whether employed or voluntary, as part of a safer recruitment process.

Those who are not eligible for a DBS check will be recruited in line with safer recruitment practice including the use of applications forms, references and interview where applicable.

Suitable induction, training and supervision will be provided to all those working with children and vulnerable adults.

WHAT IS SAFER RECRUITMENT?

The practice of ensuring that all paid and volunteer staff are recruited in a way that ensures those individuals have the values and skills to do the work we ask of them and that people who present a risk to vulnerable groups e.g. children or vulnerable adults, do not work with them. One of the strengths of church is the coming together of people of all ages and backgrounds. However, where someone wants to cause harm this is also one of churches weaknesses. By recruiting safely we meet our responsibilities to those we support to do all we can to ensure that those that lead, guide and work with the most vulnerable people are there to do good rather than to cause harm.

NINE STEPS to Safer Recruitment

1. Be clear about who is responsible for appointments. All volunteers must be recruited and supervised by another volunteer or a minister/employee of St Peter's.
2. Ensure that there are safeguarding policies in place
3. Have a clear role description and person specification
4. Issue an application form requiring details of qualifications and previous experience
5. Obtain two references
6. Complete a DBS check where appropriate, including completion of the confidential declaration
7. Hold an interview or have an informal discussion before appointment – this is for the benefit of both the recruiter and the prospective volunteer
8. Approval and appointment
9. Induction and review