

Recruitment of Ex-offenders

Policy Statement

As an organisation using the Disclosure and Barring Service (DBS) to access applicants’ suitability for positions of trust, Lavington Pre-school complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly. We agree not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information revealed.

Lavington Pre-school committed to the fair treatment of its staff, potential staff

or users of its services, regardless race, gender, religion, sexual orientation,

responsibilities for dependants, age, physical/mental disability or offending

background, or any of the protected characteristics.

We have this written policy on the recruitment of ex-offenders, which is made available to all Disclosure applicants at the outset of the recruitment process. We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome of applications from a wide range of candidates, including those with criminal records. We select all candidates for interview based on their skills, qualifications and experience.

At interview, or in a separate discussion, we ensure that an open and measured

discussion takes place on the subject of any offences or other matter that might

be relevant to the position. Failure to reveal information that is directly relevant to

the position sought could lead to withdrawal of an offer of employment. We make

every subject of a DBS Disclosure aware of the existence of the DBS Code of

Practice and is available on the preschool laptop and will be made available on

request. We undertake to discuss any matter revealed in a Disclosure with the person

seeking the position before withdrawing a conditional offer of employment.

Having a criminal record does not necessarily bar people from working

with us. This will depend on the nature of the position and the circumstances

and background of their offences.

Legal Framework

•Rehabilitation of Offenders Act 1974

•The Equality Act

This policy was adopted at Lavington Pre-school on …………………………………….

Date to be reviewed.......................................................................................................

Signed on behalf of the management committee ………………………………………..

Name of signatory.......***Kelly Dickinson***......Role of signatory........***Chairperson***……