

THE HERMITAGE SCHOOL SAFEGUARDING STATEMENT

To protect the public, the post for which application is being made is exempt from Section 4(2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. It is not, therefore, in any way contrary to the Act to reveal any information you may have concerning convictions which would otherwise be considered as “spent” in relation to this application and which you consider relevant to the applicant’s suitability for employment. Any such information will be kept in strictest confidence, and used only in consideration of the suitability of this applicant for a position where such an exemption is appropriate.

This reference should be treated in confidence within DCC, however please be aware that if the applicant makes a subject Access request under section 7(3) of the DPA 1998 we may have to disclose the contents of the reference.

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.
- Durham County Council, Children & Young Peoples Service 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.
- If successful in the selection process, you should be aware that you will be required to undergo a check carried out by the Criminal Records Bureau 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 will be undertaken through the production of birth certificate / marriage or divorce certificate / passport, and educational / professional qualifications will be verified.

- Durham County Council, Children & Young Peoples Service will only offer appointments if the above checks are satisfactory; and will allow no unsupervised access to children before completion of all checks.
- Preliminary 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.

A probationary period of six months is standard practice for all new appointments to local Government.