

# Kidsworld Nursery Safer Recruitment Policy

## 1. INTRODUCTION

Kidsworld Nursery is committed to safeguarding and promoting the welfare of children.

This policy ensures that all staff, volunteers, and individuals working with children meet the highest standards of recruitment, vetting, and suitability checks.

## 2. LEGAL FRAMEWORK

This policy aligns with:

- Keeping Children Safe in Education (KCSIE) 2024
- The Children Act 1989 & 2004
- The Early Years Foundation Stage (EYFS) Framework
- Working Together to Safeguard Children 2023
- Rehabilitation of Offenders Act 1974

## 3. SAFER RECRUITMENT PRINCIPLES

- Only **suitable and qualified candidates** are recruited.
- Every recruitment stage includes **safeguarding and child protection considerations**.
- A commitment to safeguarding is outlined in all **job descriptions and advertisements**.

## 4. RECRUITMENT PROCESS

- **Job Advertisements**: All posts include a statement on safeguarding responsibilities.
- **Application Forms**: Candidates must complete an application form, including a self-declaration of criminal history.
- **Shortlisting**: Applications are reviewed against selection criteria, with **gaps in employment history investigated**.

## 5. INTERVIEW PROCESS

- A **structured interview** is conducted, including safeguarding-related questions.
- All candidates must provide **original identification and qualifications**.
- Interviews assess the candidate's suitability for working with children.

## 6. PRE-EMPLOYMENT SAFEGUARDING CHECKS

- **Enhanced DBS Check**: A Disclosure and Barring Service (DBS) check is completed before employment.
- **Prohibited List Check**: Ensures candidates are not barred from working with children.

- **Overseas Criminal Record Checks**: Required for applicants who have lived abroad.
- **Two Written References**: At least one must be from the most recent employer.
- **Health Declaration**: Ensuring candidates are medically fit to work with children.
- **Right to Work Checks**: To confirm eligibility to work in the UK.

## 7. INDUCTION AND TRAINING

- New staff receive **safeguarding induction training** before starting work.
- Staff complete **mandatory safeguarding and paediatric first aid training**.
- Regular updates and training sessions are provided on child protection.

## 8. ONGOING MONITORING & REVIEW

- Staff performance and suitability are **regularly reviewed**.
- Any safeguarding concerns regarding staff are reported to the **Local Authority Designated Officer (LADO)**.
- This policy is reviewed **annually** or following updates in legislation.

For further information, contact:

- **Kidsworld Nursery Management**
- **Stockport Local Authority Designated Officer (LADO)**: 0161 474 5657
- **Ofsted**: 0300 123 1231 | Email: [enquiries@ofsted.gov.uk](mailto:enquiries@ofsted.gov.uk)

Kidsworld Nursery is dedicated to maintaining a safe and child-centered recruitment process.