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Safer Recruitment Policy

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Introduction

As our work involves regular contact with children and vulnerable adults we understand that we and any employee or volunteer working for us will need to be included on the Single Central Register held by our partner school or organisation.

Foundation Futures is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all of its staff and volunteers to share this commitment.

Recruitment / selection procedure

Ensure that the following checks take place as appropriate prior to a member of staff commencing work with us.

- Appropriate DBS check and rolling review of re checks
- Satisfactory references
- Proof of identity and right to work in the UK
- Proof of qualifications
- Completed application form
- Pre employments checks to include investigation of social media (based on public information) - updated to comply with KCSiE 2023

Induction

Ensure safeguarding issues are an integral part of employee induction.

Safeguarding in schools or other organisations

Ensure that any safeguarding procedures are shared and understood by all Foundation Futures staff.

Provide 'Confirmation of Staffing' form (appendix A) to allow schools to add Foundation Futures employees to schools' Single Central Register.