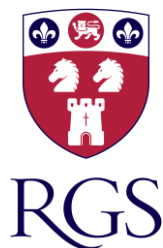


**STATEMENT
ON THE
RECRUITMENT
OF
EX-OFFENDERS**



RGS



STATEMENT ON THE RECRUITMENT OF EX-OFFENDERS

Newcastle upon Tyne Royal Grammar School

RECRUITMENT OF EX-OFFENDERS

RGS Newcastle will not unfairly discriminate against any candidate for employment on the basis of conviction or other details revealed. The school makes appointment decisions based on the skills, qualifications, experience and personal qualities of the candidate. If an individual has a criminal record this will not automatically bar them from employment within the school. Instead, each case will be decided on its merits in accordance with the objective assessment criteria set out below.

All candidates should be aware that provision of false information is an offence and could result in the application being rejected or summary dismissal if they have been appointed, and a possible referral to the police and/or DBS.

Under the relevant legislation, it is unlawful for the school to employ anyone who is included on the lists maintained by the DBS of individuals who are considered unsuitable to work with children. In addition, it will also be unlawful for us to employ anyone who is the subject of a disqualifying order made on being convicted or charged with the following offences against children: murder, manslaughter, rape, other serious sexual offences, grievous bodily harm or other serious acts of violence.

It is a criminal offence for any person who is disqualified from working with children to attempt to apply for a position within the school. We will report the matter to the Police and/or the DBS if:

- we receive an application from a disqualified person.
- we are provided with false information in, or in support of, an applicant's application; or
- we have serious concerns about an applicant's suitability to work with children.

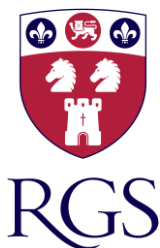
If relevant information (whether in relation to previous convictions or otherwise) is volunteered by an applicant during the recruitment process or obtained through a disclosure check, we will consider via risk assessment the following factors before reaching a recruitment decision:

- whether the conviction or other matter revealed is relevant to the position in question.
- whether the conviction or caution is 'protected' as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020 (if yes, it will not be taken into account);
- the seriousness of any offence or other matter revealed;
- the length of time since the offence or other matter occurred;
- whether the applicant has a pattern of offending behaviour or other relevant matters;
- whether the applicant's circumstances have changed since the offending behaviour or other relevant matters;
- in the case of disqualification from providing childcare, whether the applicant has or is able to obtain a waiver from disqualification; and
- the circumstances surrounding the offence and the explanation(s) offered by the convicted person.

We undertake to discuss any matter revealed in a disclosure with the person seeking the position before withdrawing a conditional offer of employment.

If the post involves regular contact with children, it is our normal policy to consider it a high risk to employ anyone who has been convicted at any time of any the following offences: murder, manslaughter, rape, other serious sexual offences, grievous bodily harm or other serious acts of violence, serious class A drug related offences, robbery, burglary, theft, deception or fraud.

If the post involves access to money or budget responsibility, it is our normal policy to



consider it a high risk to employ anyone who has been convicted at any time of robbery, burglary, theft, deception or fraud.

If the post involves some driving responsibilities, it our normal policy to consider it a high risk to employ anyone who has been convicted of drink driving.

DISQUALIFICATION UNDER THE CHILDCARE ACT 2006 AND REGULATIONS 2018 DECLARATION

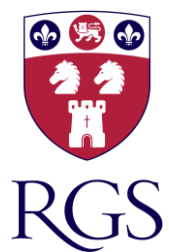
KEEPING CHILDREN SAFE IN EDUCATION (KCSIE) requires the school to have regard to the disqualification under the Childcare Act (2006) in ensuring that people disqualified under the Act **CANNOT** work in childcare.

If the position involves supervising children under the age of eight outside normal school hours or managing the supervision of children under the age of eight, you will be required to confirm that you have not:

- Been barred from working with children i.e. included on the Children's Barred List.
- Been cautioned for, convicted of or charged with a violent and sexual criminal offence against children or adults, at home or abroad.
- Been involved in an offence resulting in death or injury to a child (even if not specifically listed in guidance)
- Been the subject of certain other orders relating to the care of children;
- Been subject to refusal or cancellation of registration relating to childcare or children's homes or being prohibited from private fostering.
- Been found to have committed an offence overseas, which would constitute an offence regarding disqualification under the 2018 regulations if it had been committed in any part of the United Kingdom.

If you cannot sign such a declaration, you are not necessarily disbarred from applying and being offered a post at RGS. If in doubt, call the DFO or Head to discuss the matter in the strictest confidence.

Relevant staff will be asked to make an annual declaration when requested by the school.



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