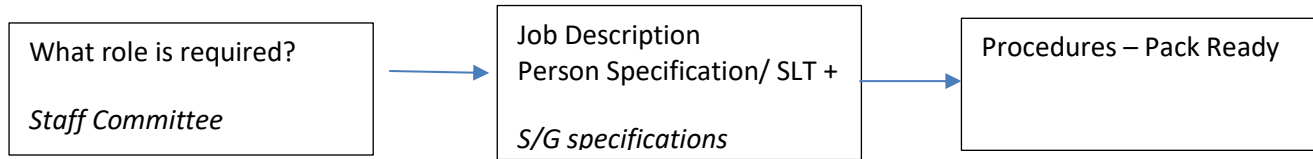
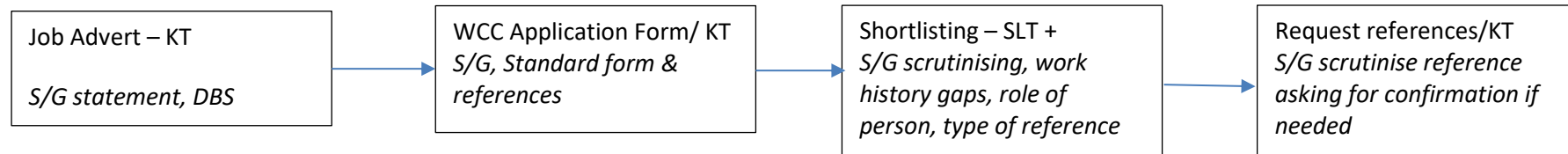


## Safer Recruitment Process

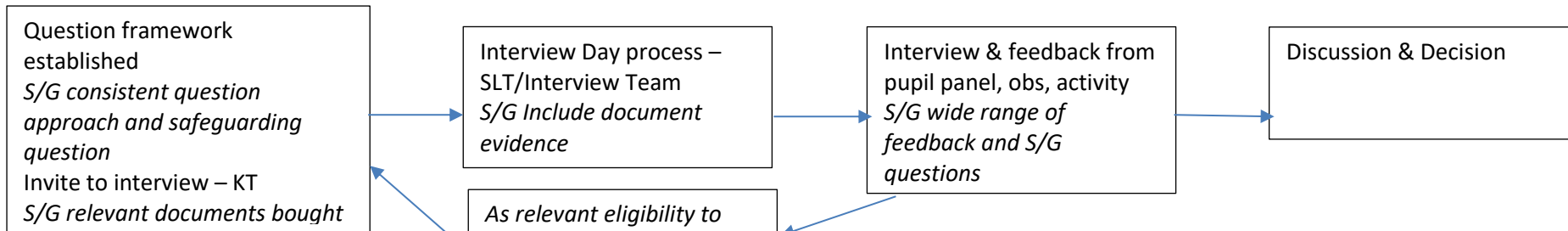
### Stage 1: Job Function Decision – Day 1



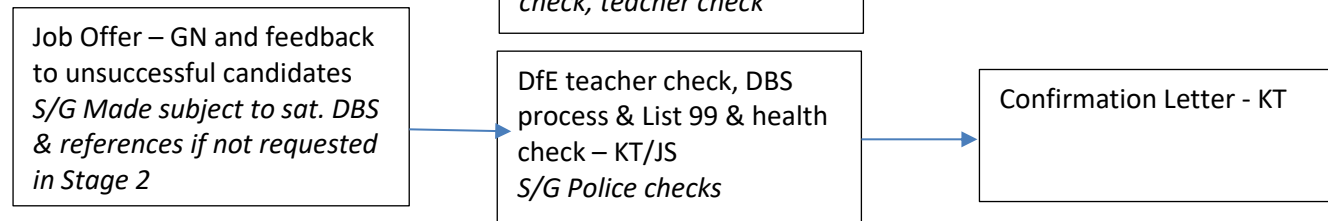
### Stage 2: Advertising & Shortlisting Process 3 weeks



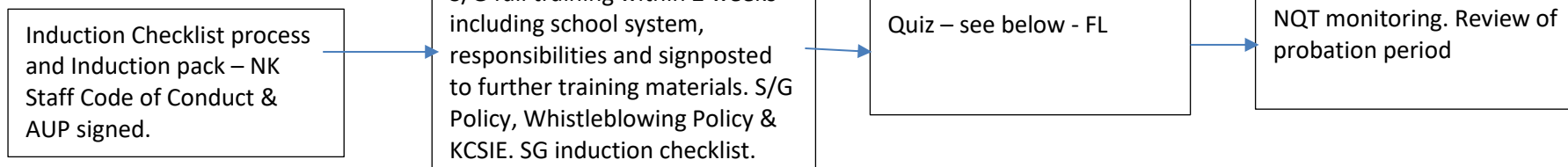
### Stage 3: Interviews – 4 days



### Stage 4: Offer & Checks



### Stage 5: Induction



## Stage 6: First Term

Performance Management  
& ongoing appraisals  
Whistleblowing Policy

S/G further training: online Prevent, E-Safety and social media, Fire Safety.  
Direct: safer working practices.

### Induction – Safeguarding for All Staff

- NK briefing of systems on 1<sup>st</sup> day and provide policy and Keeping Children Safe in Education & safeguarding leaflet and Code of Conduct, Behaviour Policy, and who's who in Safeguarding Team.
- Full safeguarding training within 2 weeks include safe working practices and Whistleblowing Policy, school systems and culture
- Day 1 – ID badge, proximity readers, signing in and out, school security and duties
- FL – 2 week check and use of survey during term 1 to check understanding