RECRUITMENT OF EX-OFFENDERS

The statement below outlines the Trusts policy on the recruitment of ex-offenders. Please read this carefully when completing your application form and making your declaration under the Rehabilitation of Offenders Act 1974 (exemptions) Order 1975 (as amended) section of the application form.

This statement on the recruitment of ex-offenders is made available to all Disclosure applicants at the outset of the recruitment process.

We make every subject of a DBS Disclosure aware of the existence of the DBS Code of Practice and a copy of this code is available on request.

POLICY STATEMENT

The Trust will use the Disclosure and Barring Service (DBS) to assess applicant’s suitability for positions of trust. The Trust complies fully with the DBS Code of Practice and undertakes to treat all applicants for positions fairly. It undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information revealed.

The Trust is committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities of dependants, age physical/mental disability or offending background.

The Trust actively promotes equality of opportunity for all with the right mix of talent, skills and potential and welcomes applications from a wide range of candidates, including those with criminal records. We select all candidates for interview based on their skills, qualifications and experience.

A Disclosure is only requested after a thorough risk assessment has indicated that one is both proportionate and relevant to the position concerned. For those positions where a Disclosure is required, all application forms, job adverts and recruitment briefs will contain a statement that a Disclosure will be requested in the event of the individual being offered the position.

At interview, or in a separate discussion, we ensure that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position.

Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment or appropriate disciplinary action under the Trust/s disciplinary policy.

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

Having a criminal record will not necessarily bar you from working with us. This will be dependent on the nature of the position and the circumstances and background of your offences.