



Safer Recruitment Policy

Safer recruitment is a set of practices to help make sure our staff and volunteers are suitable to work with children and young people. It's a vital part of creating a safe and positive environment and making a commitment to keep children safe from harm.

At Kandu Arts for Sustainable Development and Kandu CiC, we scrutinise all applications for paid or voluntary posts. We undertake interviews, ensure all prospective staff members are subject to safer recruitment processes and checks, and we follow the guidance set out in Part 3 of KCSiE.

Our vetting checks include the minimum of:

An Enhanced DBS check (Disclosure and Barring Service)
1 x Employment reference
1 x personal character reference

Appropriate Identity checks and confirmation of an individual's right to work in the UK are completed in line with:

[Employers' right to work checklist - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/employers-right-to-work-checklist)

All employees, volunteers and contractors are subject to a 6-week probationary period and are expected to complete the appropriate safeguarding training.

We maintain a single central record (SCR) of the essential checks as set out in KCSiE, that have been carried out and certificates obtained.

The SCR applies to:

- all staff and volunteers who work at the organisation.
- all self-employed personnel who are contracted to undertake work on behalf of Kandu Arts for Sustainable Development and Kandu CiC (See also Training).

At least one person on any appointment panel has undertaken Safer Recruitment Training. This training is updated every five years as a minimum.