

Child Protection Recruitment Policy

Aspire People is highly committed to safeguarding the welfare of children and young people. Everyone who works for Aspire People has a position of trust and a responsibility to promote safe practices and protect children from harm, abuse and exploitation.

Aspire People's Safer Recruitment Practices

Our 'safer recruitment' practices are conducted to protect children from any possible threats, they also fit in line with the safeguarding children policies outlined by the government.

Aspire People's application process is as follows:

- Submission of CV and covering letter
- Face to Face interview and induction
- Employment vetting checks **(You must bring all original documentation to interview)**
 - Enhanced **CRB** & List 99 check
 - If you hold a **full** or **provisional driving licence** you must bring this
 - Proof of right to work (**passport** or **birth certificate**)
 - Photographic ID (**passport** or **photographic driving licence**)
 - Proof of address (must be from **2 different companies and less than 3 months old** e.g. bank statement, utility bill, wage slip, letter from doctor)
 - Evidence of **National Insurance Number** (Printed Tax form, Wage Slip, NI card)
 - **Change of name** documents (marriage certificate)
 - Proof of **qualifications**
 - 5 year employment **history**
 - 2 or more **references (professional references only)**
- Once you application process has been successfully completed you will receive a letter confirming your registration with Aspire People
- A **photographic ID card** will be issued for you to wear during assignments
- You must then take **photographic ID, CRB** and your **Aspire People identity card** to every assignment.

These reasonable steps are taken to ensure that Aspire People do not place candidates in to schools that are unsuitable or disqualified from working with children. However, **candidates should be assured that the application process is quick and efficient**, designed to get suitable candidates in to work as quickly as possible. Especially, If you provide accurate information and all of the above on the day of your interview.

If you have any questions about this process please contact your recruitment consultant prior to your interview.