

## Safe recruitment policy and procedures

## Our commitment

The safe recruitment of staff at Theatrics is the first step to safeguarding and promoting the welfare of all the children and young people who attend. Theatrics is committed to ensuring all staff and volunteers prioritise the wellbeing of every student.

## The aims and objectives of our policy

Our aim to safe recruitment is to deter unsuitable applicants from applying for roles with vulnerable groups. All candidates will be treated fairly, consistently and in compliance with all relevant employment legislations.

## Our employment agreement

All employers will work under a sub-contractor agreement with Theatrics, and are therefore required to provide references, pre-employment checks/ DBS checks (Access NI) and any other relevant checks deemed necessary by Theatrics. All employers of Theatrics are referred to as 'sub-contractors'.

It is the responsibility of Theatrics, the sub-contractor, and all outside agencies (schools or community centres) to ensure all appropriate checks have been made prior to working with any children or young people.

All subcontractors are responsible for applying for all DBS checks through Access NI and supplying these to Theatrics or all outside agencies upon request.

Date: 19-05-2020 Signed: Signed: