



Safeguarding Information Sheet for Applicants Applying for Positions Working with Children and/or Vulnerable Adults in England & Wales

Introduction

At Barnardo's keeping children and vulnerable adults safe and protected from harm is our priority. The recruitment and selection process for positions working with children and vulnerable adults is therefore rigorous and incorporates several pre-employment checks. This is to ensure we safeguard the children and vulnerable adults with whom we work and only recruit people with the right skills, experience and knowledge. In addition, to face to face interviews, identity checks, obtaining references and verifying an applicant's qualifications, Barnardo's carries out the following pre-employment checks summarised below:

Please note: You do not have to consent to these checks, however, due to the role falling within the definition of a 'regulated activity' (which is explained further below) we have a legal requirement to carry out these checks before employing you in the role or engaging your services for work. Therefore, if consent is withheld Barnardo's will be unable to proceed with your application. Information supplied by you will be treated in confidence and held in accordance with Barnardo's [Privacy Notice](#).

What is regulated activity?

The post you have expressed an interest in falls into the category of 'regulated activity'; because of this we must ensure that you are suitable for such work and that you are not disqualified from taking up the post. (It is a criminal offence for someone who is disqualified to knowingly seek or accept work (or continue to work) in a 'regulated activity position').

The Safeguarding Vulnerable Groups Act 2006 sets out the original definition of regulated activity in England and Wales, that is the activities and work which a person who has been barred must not do. This definition of regulated activity was scaled back by the Protection of Freedoms Act 2012. We therefore have two different definitions of

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[Regulated activity in England and Wales](#): old definitions under the Safeguarding Vulnerable Groups Act 2006 and the current definitions under the Protection of Freedoms Act 2012.

Safeguarding Self-Declaration

If you are shortlisted for interview, you will be asked to declare all unspent convictions and adult cautions, any other cautions or convictions that would not be filtered and any other matters which may affect your suitability to work with children and vulnerable adults, prior to the interview date.

Some minor offences are now protected (filtered) and therefore these do not need to be disclosed. If you are unsure if you need to disclose criminal record information, you may wish to contact Nacro or Unlock for impartial advice. There is also more information on filtering and protected offences on the Ministry of Justice website at [DBS filtering guide - GOV.UK \(www.gov.uk\)](http://www.gov.uk).

If following a selection process your application is successful, the information provided within your safeguarding self-declaration will be checked to ensure that the information disclosed does not pose any risk to the position applied for, prior to a conditional offer being made. Your self-declaration will then be reviewed against an Enhanced Disclosure check from the Disclosure and Barring Service, which where eligible, will also include a check against the Children's Barred List and/or Adults' Barred List for the relevant workforce.

With some exceptions, having a criminal record will not necessarily bar an individual from working with Barnardo's (see policy on the Recruitment of Ex-offenders). This will depend on the nature of the position sought and the circumstances and background of the offence(s). Anyone convicted of a Schedule 4 offence, e.g. offences against children or vulnerable adults of a violent or sexual nature, or supply of Class A drugs, is disqualified from working in a 'regulated activity position'. Individuals convicted of such offences may also have had a Disqualification Order imposed as part of sentencing.

Disclosure and Barring Service (DBS)

Criminal record checks within England and Wales are conducted through the DBS. As the role you have applied for involves regulated activity, a satisfactory Enhanced DBS check is a requirement, which where eligible, will also include a check against the Children's Barred List and/or Adults' Barred List for the required workforce.

Barnardo's complies with the DBS Code of Practice; a copy of which is available upon request from the Recruitment Team.

Proof of identification

You will be asked to supply documents to confirm your identity for the purposes of carrying out a DBS check and to comply with the Asylum & Immigration Act to confirm your eligibility to work in the UK. Full information including when and how to provide these documents will be provided if you are invited for interview.

Teacher status checks

For teacher applications only, a check for prohibitions, sanctions and restrictions from teaching will be conducted via the Teacher Services Website. In addition, if you are applying for a management role within one of our schools, a check for a Section 128 Direction will also be carried out.

Childcare Disqualification

Shortlisted job applicants applying for a relevant post in early years provision (children under 5 years), later years provision (for children under 8) and in the management of such provisions, will also be asked to complete a disqualification declaration to confirm that they are not disqualified from carrying out that work under the Childcare Act 2006 Regulations (2018).

For further information regarding Barnardo's pre-employment checks, please contact our Recruitment Team
recruitment.support@barnardos.org.uk

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