



# Focus on...

## Safer recruitment

### What is safer recruitment?

Safer recruitment is a set of practices to ensure that early year's practitioners in your setting are safe to work with children. This is to ensure you create a safe and positive learning environment for all children. Your ethos to safer recruitment should work alongside other policies such as safeguarding.

### Where do I start?

A **safer recruitment policy** is a good place to start, it sets out your organisation's commitment to recruiting staff and volunteers who are suitable to work with children. The policy could include your commitment to:

- safeguarding children and young people by implementing robust safer recruitment practices
- Identify and reject any unsuitable applicants
- Respond to any concerns about suitability during the recruitment process
- Ensure all new staff participate in the induction process which includes child protection training
- Use the LCC page to support your knowledge of safe recruitment [Recruiting and managing staff - Lancashire County Council](#)

### What should I do next?

Knowing how you are going to recruit and the process you are going to follow beforehand will make the approach you take consistent.

Now you should consider:

- Advertising the role, this is your first chance to send out a clear safeguarding message. Include that this role will require a DBS check. Ensure the job description shows their responsibility in safeguarding children
- Having information about your setting and the role available and a standard application form
- You should ask applicants to provide the details of at least two referees and check references as part of your vetting process
- Shortlisting and planning for interviews. Ideally interview would be face to face. You may want to have a practical aspect to the interview, where the interviewee is participating with the children supervised

Once you have recruited, don't forget to:

- Ensure on going suitability through regular supervisions
- Remind the successful candidate that their job descriptions included their responsibilities in safeguarding children
- Draw appropriate attention to the role of the LADO [Local Authority Designated Officer \(LADO\) - Lancashire County Council](#)

