

SAFEGUARDING & CHILD PROTECTION STATEMENT

BASM has a principle of open competition in its approach to recruitment and will always seek to recruit the best applicant for the job. Our staff recruitment policies and procedures are designed to support the creation of a safer culture by actively promoting the wellbeing, safeguarding and child protection of all the children in our care. Consequently, our recruitment process is designed to:

- Attract the best possible applicants.
- Deter, identify, reject prospective applicants who are unsuitable for work with children or young people;

The enclosed job description sets out the duties and responsibilities of the role you are applying for. The personal specification is of equal importance and details the skills, experience, abilities and expertise that are required to do the job.

We will endeavour to conduct the process in a professional, timely and responsive manner. However all appointments are subject to applicants being able to complete our safer recruitment process in full as summarised below.

1. Complete the BASM Standard Application Form. Please do not use your own Curriculum Vitae as a substitute. We will not consider it.
2. If you have gaps in your employment history, explain the reason.
3. If you provide false information on the Standard Application Form during the recruitment process, your application will be rejected. If you are successful in your application, and false information comes to light once employed, you will face summary dismissal. The school will also inform all relevant regulatory bodies.
4. Provide two referees on the Standard Application Form who will respond to our request for a reference within five working days. One must be from your most recent employer
5. 'To whom it may concern' testimonials will not be used in our recruitment process.
6. If invited for an interview, you will receive email confirmation, with details of the date, time and venue. Please bring with you something to confirm your identity i.e. Identity Card, Passport.
7. You will be interviewed by a panel, at least one member will be safer recruitment trained.
8. You will be required to inform us of any criminal convictions. This will not automatically exclude your application from being considered. The panel will take account of: Moroccan legislation, nature, seriousness and relevance of the offence, date the offence occurred, remorse etc.
9. Any offer of appointment is conditional on satisfactory completion of all necessary pre-employment checks. Details of which can be found on our website under school policies: Safer Recruitment Policy.
10. On appointment there is a three month probationary period. A demonstrable commitment to the school's Safeguarding and Child Protection Policies and Procedures is essential in order to pass the probationary period.
11. There may be occasions when Safeguarding or Child Protection allegations are made, against a member of staff. BASM has a moral and in some instances a legal duty to refer to the appropriate authorities anyone who has harmed, or poses a risk of harm, to a child or vulnerable adult; where the harm test is satisfied in respect of that individual; where the individual has received a caution or conviction for a relevant offence, or if there is reason to believe that individual has committed a relevant offence; and that individual has been removed from working (paid or unpaid) in regulated activity, or would have been removed had they not left. Referrals will be made as soon as possible after the resignation or removal of the individual.
12. In cases of dismissal (or resignation) of UK citizens due to the above behaviour, BASM will inform the DBS (Disclosure Barring Service). For citizens of other countries, the school will inform other schools in the region or internationally through the appropriate agencies.

Paloma Thompson
Head of Safer Recruitment
5th January 2022