

STATEMENT ON THE RECRUITMENT OF EX-OFFENDERS

In accordance with the Disclosure and Barring Service (DBS) Code of Practice, Excalibur Academies Trust (EAT) is committed to fair and equal treatment of applicants with criminal records. EAT complies fully with the DBS Code of Practice and will not unfairly discriminate against an applicant based on a conviction or other information disclosed through a DBS check.

The Code is available at <https://www.gov.uk/government/publications/dbs-code-of-practice>

All candidates are considered for interview based on their knowledge, skills, abilities, qualifications and experience. A criminal record will not automatically prevent an applicant from being considered for employment. Any disclosed offence will only be taken into account where it is relevant to the role and may affect the applicant's suitability.

EAT will only request and consider information that it is legally entitled to know, including spent convictions and cautions where applicable. Protected convictions and cautions, which are legally filtered from DBS certificates, will not be requested or taken into account. Applicants should refer to current DBS guidance for information on filtering rules.

Applicants invited to interview will be informed that they may be required to disclose relevant criminal record information, and a DBS check will be undertaken where appropriate if an offer of employment is made. Information will be treated confidentially and only shared with those who need to consider it as part of the recruitment process.

Staff involved in recruitment are appropriately trained to assess the relevance and circumstances of offences. Where information is disclosed, EAT will provide the applicant with an opportunity for an open and measured discussion and will discuss any concerns with them before withdrawing a conditional offer.

Failure to disclose relevant information, providing false information, or failing to disclose an offence directly relevant to the role may result in withdrawal of an offer or, where employment has commenced, disciplinary action including dismissal. Where required, matters may also be referred to the police.

It is an offence for an individual who is barred from regulated activity with children or young people to apply for a role involving such regulated activity.