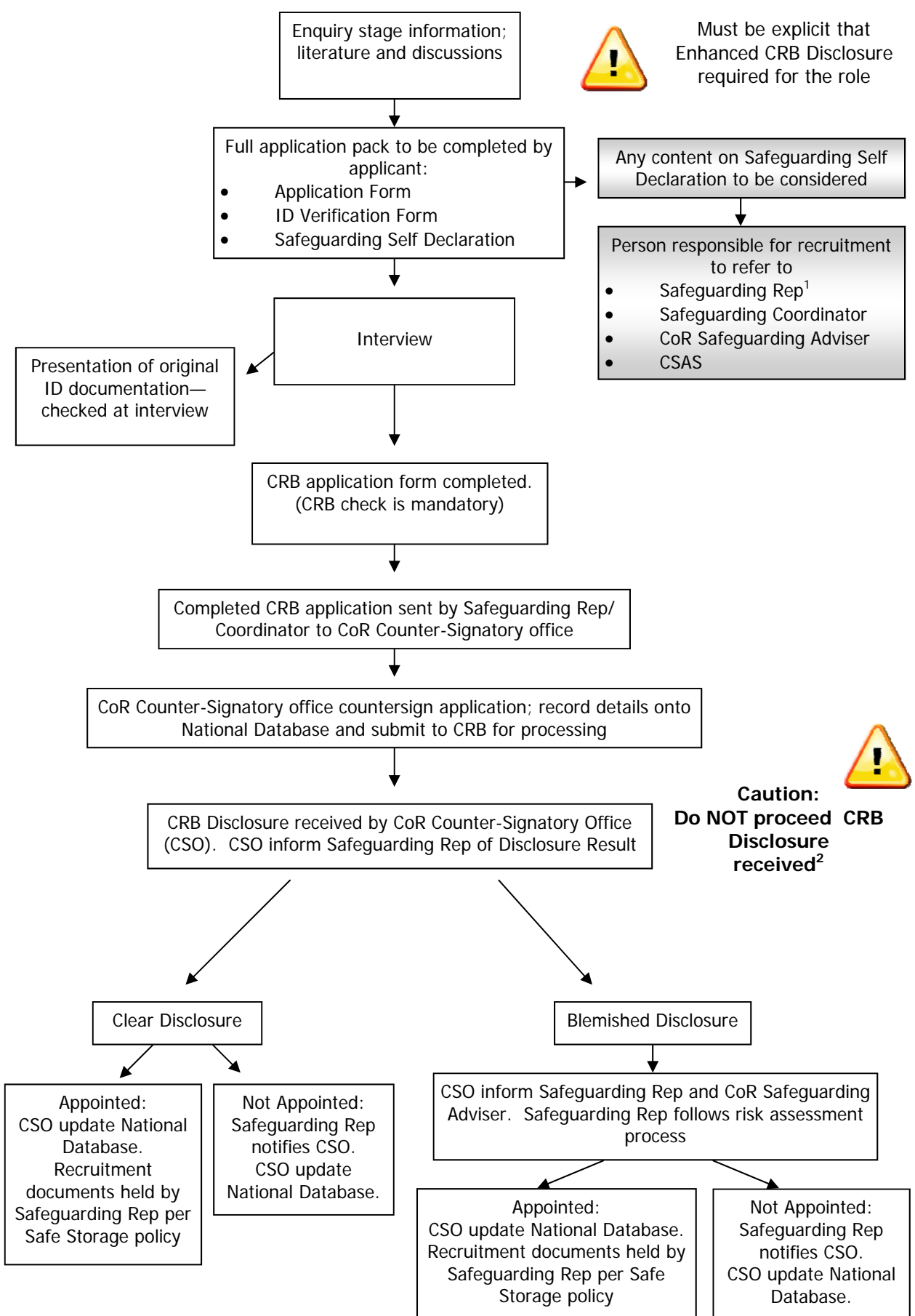


Religious Safe Recruitment Process for Volunteers & Employees intending to work with children/vulnerable adults and Religious (including those coming into formation)

Guidance Notes

¹Person appointed by Congregation

²Exception in Care Homes where minimum staff numbers need to be maintained. In such circumstances the Care Quality Commission rules supersede the policy of the Church and appointment may be subject to safeguards until satisfactory Disclosure received



Must be explicit that Enhanced CRB Disclosure required for the role

Any content on Safeguarding Self Declaration to be considered

- Person responsible for recruitment to refer to
- Safeguarding Rep¹
 - Safeguarding Coordinator
 - CoR Safeguarding Adviser
 - CSAS



Caution:
Do NOT proceed if CRB Disclosure received²

Note: The Safe Environment principles of the Church include the Safer Recruitment process in full inc. forms; references; risk assessment and CRB/. Insurance is invalidated if appropriate pre-employment checks are not undertaken. It is the responsibility of the Religious Order to undertake references and conduct interviews with the prospective volunteer/s or candidates. CoR Counter-Signatory office process the CRB Application only.