

Safer Recruitment Statement

At Lift Schools, safeguarding and promoting the welfare of children and young people is at the heart of everything we do. We expect everyone who works with our pupils to share this commitment. This statement explains how safeguarding is embedded throughout every stage of our recruitment process and what applicants can expect when applying for a role with us.

Our safer recruitment processes are designed to identify, deter and prevent the appointment of individuals who may pose a risk to children. We are committed to creating a strong safeguarding culture where the welfare of children is everyone's responsibility.

We comply with all relevant safeguarding legislation and statutory guidance, including:

- Keeping Children Safe in Education (KCSIE)
- Working Together to Safeguard Children
- The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended)
- Data Protection legislation
- Equality Act 2010
- Childcare Disqualification Regulations (where applicable)

Recruitment decisions are made fairly, consistently and objectively, with safeguarding and the protection of children and young people protecting children and young people embedded throughout every stage of the recruitment process.

Our recruitment principles

We are committed to recruiting all staff and volunteers who:

- uphold the highest standards of integrity, professionalism and ethical behaviour
- understand that safeguarding and promoting the welfare of children is everyone's responsibility
- demonstrate a commitment to creating safe, respectful and inclusive environments where children can thrive
- maintain appropriate professional boundaries and act as positive role models at all times
- contribute to a culture of openness, accountability and continuous improvement
- embody the values and mission of Lift Schools, putting children at the heart of everything they do.

Safeguarding is central to our recruitment process. If, at any stage, information is identified that raises concerns about an applicant's suitability to work with children, Lift Schools may make additional enquiries and, where appropriate, decide not to progress

the application. All decisions will be made fairly, proportionately and in accordance with relevant legislation, statutory guidance and our commitment to safeguarding and promoting the welfare of children.

All individuals involved in the recruitment, selection and appointment of staff and volunteers to work with children will receive appropriate safer recruitment training and guidance, commensurate with their role and responsibilities.

Application stage

All applicants must complete the Lift Schools application form.

We do not accept CVs as a substitute for the application form, although they may be submitted as supporting information where requested.

Your application helps us to:

- understand your experience and suitability for the role
- Review your full employment history
- identify and explore any gaps or inconsistencies
- assess candidates against the person specification
- identify any safeguarding considerations early in the process.

Candidates are responsible for ensuring that all information submitted is accurate and truthful. Where artificial intelligence (AI) tools are used to support an application, candidates remain responsible for ensuring the content accurately reflects their own knowledge, skills and experience.

Shortlisting

Applications are shortlisted against the published person specification by at least two appropriately trained panel members

Wherever possible, those involved in shortlisting will also take part in the interview and selection process to support a fair and consistent approach.

As part of our commitment to safeguarding and promoting the welfare of children, we carry out online searches of all shortlisted candidates. These searches are limited to publicly available information and are undertaken to identify any matters that may be relevant to a candidate's suitability to work with children. Any concerns identified will be explored with the candidate during the recruitment process where appropriate.

Online searches are carried out fairly, consistently and proportionately, in accordance with data protection legislation.

Selection process



Selection panels will be appropriately constituted, with at least one panel member having completed appropriate safer recruitment training in accordance with *Keeping Children Safe in Education* (KCSIE). Shortlisted candidates will take part in a thorough and proportionate selection process appropriate to the responsibilities of the role.

This may include:

- structured interviews
- presentations
- assessment tasks
- observations
- stakeholder activities
- technical assessments

Every interview will include questions designed to assess:

- suitability to work with children
- safeguarding knowledge and judgement
- understanding of professional boundaries
- values and behaviours aligned with Lift Schools

Candidates will also be asked to explain:

- any gaps in employment
- discrepancies within their application
- issues arising from references
- matters identified through online searches
- information disclosed during the recruitment process.

References

Employment references are normally obtained before interview.

References are reviewed carefully before an appointment is confirmed.

Where references contain discrepancies, safeguarding concerns, inconsistencies or unclear information, we will discuss these with the referee and candidate before making a final decision. We reserve the right to seek additional references where appropriate.

Pre-employment checks

Any offer of employment is conditional upon the satisfactory completion of all relevant pre-employment checks. These include, where applicable:

Identity and eligibility

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- verification of identity
- verification of right to work in the UK

Professional suitability

- verification of qualifications and professional registrations
- satisfactory employment references
- verification of employment history

Safeguarding checks

- Enhanced Disclosure and Barring Service (DBS) check
- Children's Barred List check
- Prohibition from Teaching check
- Section 128 direction check (where applicable)
- Overseas criminal record checks where required
- Overseas professional sanctions checks where appropriate
- health declaration and fitness for work assessment
- Childcare Disqualification checks where applicable.

No individual will begin regulated activity until all mandatory pre-employment and safeguarding checks have been completed satisfactorily, unless permitted under statutory guidance and approved through Lift Schools' risk assessment procedures. Candidates are expected to promptly provide any additional information or documentation requested to enable these checks to be completed, including, where applicable, explanations of gaps in employment, employment history, qualifications or other information relevant to assessing their suitability to work with children.

Applicants with criminal records

Lift Schools is committed to fair and lawful recruitment.

Having a criminal record will not automatically prevent someone from being employed.

Where criminal record information is disclosed or identified through DBS or other checks, each case will be considered individually, taking account of:

- the nature and seriousness of the offence
- its relevance to the role
- the safeguarding responsibilities of the post
- the time elapsed since the offence
- patterns of behaviour
- changes in circumstances
- the explanation provided by the applicant.

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Recruitment decisions are made following careful risk assessment and in accordance with the DBS Code of Practice and relevant legislation.

Safeguarding responsibilities after appointment

Safeguarding is an ongoing responsibility.

Following appointment, all colleagues are required to:

- complete safeguarding induction
- undertake regular safeguarding training
- read and confirm understanding of Part One of Keeping Children Safe in Education
- comply with Lift Schools safeguarding policies and procedures
- maintain appropriate professional boundaries
- uphold the highest standards of conduct.

All colleagues must inform Lift Schools immediately if they:

- become subject to a police investigation
- receive a caution or conviction
- become subject to safeguarding allegations
- become subject to professional restrictions that may affect their suitability to work with children.

Equality, Equity, Diversity and Inclusion

Lift Schools is committed to creating an inclusive workforce that reflects the communities we serve.

Recruitment decisions are based on merit, suitability for the role and our safeguarding responsibilities. We are committed to providing equality of opportunity for every applicant.

Data Protection

Lift Schools processes applicants' personal information in accordance with UK data protection legislation and our Privacy Notice for Applicants.

Information collected during recruitment is used solely for recruitment, safeguarding and employment purposes and is handled securely and confidentially.

Probation

All new colleagues will be subject to Lift Schools' Probation Policy and Procedure to

support their successful integration into the organisation and to assess their suitability

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for the role. This does not apply to Initial Teacher Training (ITT) trainees or Early Career Teachers (ECTs), who are subject to their own statutory induction and assessment arrangements.

Probation enables us to support new colleagues while confirming that they consistently demonstrate the professional standards, safeguarding practice and behaviours expected at Lift Schools.

