

Safeguarding Procedure

Gold Education Recruitment is committed to safeguarding and protecting children from harm. We expect our candidates and employees to have the same ethos.

We pride ourselves on our thorough and vigilant vetting procedures to ensure all candidates are recruited accordingly. We follow the guidelines set by The Recruitment Employment Confederation and always uphold their policies and values. We also adhere to the 'Keeping Children Safe in Education' legislation.

Candidates are first offered a pre-screening consultation whereby their requirements are discussed, we ask pre-employment questions to determine they have the skills, experience and qualifications required to join our agency.

The candidate is met face to face by one of our experienced recruitment consultants. Our consultants all hold the Safer Recruitment in Education Certificate and can interview candidates using their skills and knowledge. Candidates are required to provide us with documentation that we will verify and only once this has all been completed will we allow them to become compliant with us to work.

All candidates must have current and valid safeguarding training with proof of this before they can work for Gold Education Recruitment. Once registered we will ensure this is kept up to date. Within our code of conduct we ask candidates to request details of individual schools safeguarding and behaviour management policies when attending bookings.

We will ensure that any safeguarding complaints are dealt with quickly and efficiently. If we were to receive a complaint from a school that was a concern, we would immediately action this and cooperate with the school to ensure the issue is dealt with in a timely manner. All safeguarding complaints will be logged by Gold Education Recruitment and full details taken from the school regarding the complaint. We would place an immediate hold on the candidate going out to work in any of our schools until the outcome of the safeguarding complaint/investigation has been resolved. Depending on the allegation we would continue to liaise with the school and speak to the Local Authority Designated Officer (LADO) providing information as required. We have a duty of care to our agency workers to support them through the allegation process and for them to be informed of concerns or allegations as soon as possible and explained the likely course of action, unless there is an objection by the children's social care services or the police. Gold Education Recruitment has a duty to refer any safeguarding/child protection issues that fall under certain criteria to The Disclosure and Barring Service following their guidelines [Making barring referrals to the DBS - GOV.UK \(www.gov.uk\)](#). We would also determine if a referral is required to the Teaching Regulations Agency (TRA) [Teacher misconduct: referring a case - GOV.UK \(www.gov.uk\)](#).