



WOODBRIIDGE HIGH SCHOOL

Pride In Achievement

Headteacher: Mr Steven Hogan St Barnabas Road, Woodford Green, Essex, IG8 7DQ
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Safeguarding Information for Applicants

Woodbridge High School is absolutely committed to safeguarding children and young people.

To that end careful checks will be made on all applicants for posts at our school. This includes:

- Checking a valid passport or driving licence and birth certificate to check identify
- Checking original certificates for academic qualifications
- Contacting referees for each shortlisted applicant
- Internet search, including checks of publicly available social media accounts for each shortlisted candidate.

All appointments are made subject to a satisfactory Disclosure and Barring Check (DBS). Applicants who have resided abroad will be subject to further checks with authorities in those countries where they have resided.

All applicants should note that the position available involves contact with children and is exempt from the Rehabilitation of the Offenders Act 1974 and all subsequent amendments (England and Wales).

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website.

A previous unspent conviction will not necessarily bar someone from being appointed; the specific nature and date of the conviction will be taken into account.

In addition, all applicants will be required to satisfy the school that they are permitted to work legally in the UK.

Safeguarding underpins the work we do in school and as such the school provides appropriate induction support to all appointed staff and promotes vigilance at all times. Steven Hogan
Headteacher

Yours sincerely,

Steven Hogan
Headteacher