

Safer Recruitment Policy

Stride's reputation depends on the professionalism and hard work of all staff. Stride places the safeguarding and safety of all students as their number one priority, and therefore follows this strict safer recruitment policy, to protect both the children and the staff working within the individual camp settings, and wider offices.

Recruitment

Stride uses a variety of recruitment channels to appoint staff members with relevant experience. Recruitment decisions are made following an extensive application, interview, training, and vetting process.

Stride is staffed with the following positions:

- Founders
- Head of Operations
- Mentors

In making the decision, the following factors are considered:

- Relevant qualifications or applicants studying towards a relevant qualification.
- Experience working with children in similar environments.
- Additional skills such as first aid.
- Personality and enthusiasm

Advertising

At Stride, we believe in providing an environment which recognises and values people's individuality, and benefits from the unique strengths that these differences bring to our organisation. This commitment promotes respect and equal treatment for all persons regardless of age, disability, gender, ethnicity, marital or civil partnership, nationality, race, religion or belief, sex, or sexual orientation. We insist that this respect is applied in every aspect of our business and in how we conduct ourselves, under the Equality Act 2010. We advertise our vacancies through a variety of channels, from specialist job boards to local schools, to our own website. We believe this approach allows us to reach a wide range of applicants, ensuring Stride attracts the best talent.

Selection and appointment

In appointing staff, Stride uses the following procedures:

Application Form

All new staff are required to complete an application form for the role for which they are initially applying. This includes all Personal Details (e.g. Current and previous name(s)), full Educational History including dates and institutions, and five years of Employment History at the time of application. Any gaps in the application form must be clarified and updated.

Interview

Candidates with a strong application will be invited to take part in a face to face interview with one of our senior team members for a suitable role. Mike Jones or Simone Lyons will be present as they have completed the Safer Recruitment Training programme. Stride uses

interview templates that are specific to the role for which a candidate has applied. They help to assess a candidate's suitability for the role by investigating their experiences, motivation for working at Stride, any gaps in employment, ability to adapt to scenarios, personality, and safeguarding experience amongst other factors.

References

Stride requires two professional or 1 academic and 1 personal reference covering the past 3 years to establish a candidate's employment and / or educational history. Volunteer or Personal (e.g. Babysitting) referees cannot be used.

Health Declaration

All staff are required to complete an annual self-assessed Health Declaration for Stride to ensure they are fit for work, and to declare any medical issues that may impact their ability to complete their job role on site. Where any concerns are raised, further discussion will take place between both directors.

UK Right to Work and Identification (ID) Checks

All staff members are required to provide original evidence that they are eligible to work in the UK, by providing at least one document from the list provided by the Home Office.

Separate to the UK Right To Work Check,

- one proof of name – ID 1 (e.g. Full Driving Licence with current name) and
- one proof of address – ID 2 (e.g. bank statement with current address dated in the past 3 months) document is required for identification purposes.

This can be done either in person or via the Post Office Document Certification Service, it is to be kept on file centrally. Staff members are required to show photo ID when they arrive at their induction training.

DBS Staff Checks

A prerequisite to be able to work with children in Stride's care is to hold and provide evidence of a valid Enhanced Disclosure & Barring Service (DBS) Certificate where the outcome of the check is deemed satisfactory. The DBS certificate may be registered on the DBS Update Service, with DBS certificates obtained and issued via Stride they will be valid for three years. Where the employee may have an existing Enhanced DBS that is not associated with Stride, we will ask the employee to apply for a Stride DBS prior to starting. Staff will not be allowed to work without a DBS, this may affect their ability to accept a block of work.

Overseas Police

Checks Overseas Police Checks' or a 'Certificate of Good Conduct' will be required from the applicant's country of residence where the applicant has lived outside the UK. This may be in addition to the UK Enhanced DBS if circumstances apply.

For all Staff members

Stride will record the information provided from any DBS Check but will only keep a copy of the disclosure for a maximum of 6 months if there is a disclosure note.

- In exceptional circumstances a staff member who does not hold a current DBS may work, supervised by a fully DBS checked member of staff. This will be subject to a risk assessment, authorised by the company director and placed on site.
- As the information contained in a DBS Check is only correct at its date of issue, all staff members are asked to sign a DBS Declaration as part of their Application Form and contract of employment. Before they begin work the staff member needs to state that no criminal offences have been committed since the disclosure was issued, which would be every 3 months. Any false information or deliberate omission may result in dismissal or disciplinary action.
- Stride takes its responsibility to safeguard children seriously and acts on 'Keeping children safe in education' guidance referring to 'Disqualification by Association'. Stride asks their staff to provide relevant information about themselves or a person who lives or works in the same household as them, in order to determine whether or not the disqualification by association requirement applies.

A **Single Central Register** containing the vetting requirements of all staff working on site is maintained in accordance with current guidelines to ensure the safeguarding of all students.

Assessment and Selection Training

Stride will endeavour to ensure all staff are competent and capable to deliver sessions. Returning staff all have regular training updates during their employment. Although Stride preference is to employ qualified staff in childcare studies or teaching, Stride understands the importance of Stride specific training to ensure all staff members are aware of Stride Policies and Procedures and the on-going updates in the childcare industry.

Once a member of staff has been employed, they will be required to complete an induction process which includes safeguarding training and any other relevant training. This is face to face and led by Simone Lyons.

Records of assessment and Selection

Selection records for Stride staff members are kept centrally.

This policy was adopted by Stride 360	Date: 30/10/24
To be reviewed by: 30/10/26	Written by: Simone Lyons