

Application Guidelines

‘Only the best will do for our Children and Young People’ our commitment to safe recruitment

APPLICANTS ARE ADVISED THAT:

- When applying, you must provide a full employment history, including periods of unemployment, with dates (to the nearest month) and the names and addresses of previous employers.
- Evolution Children Services reserves the right to contact your present employer and any previous employer.
- Employers will be asked about disciplinary offences, including those which have expired.
- The post for which you are applying is exempt under the Rehabilitation of Offenders Act, so all criminal convictions must be stated, with dates. Failure to do so will disqualify the candidate from the appointment and, if appointed, may render the individual liable to immediate dismissal without notice.
- If successful in the selection process, you should be aware that you will be required to undergo a check carried out by the Criminal Records Bureau to identify that you are a suitable person to work with children/ young people. Further checks will be made at regular intervals thereafter.
- An individual disqualified from working with children through any of the various means available is guilty of an offence if he or she knowingly applies for or accepts any work in a regulated position, i.e. classified as working with children. (Criminal Justice and Court Services Act 2000).
- Confirmation of your identity will be undertaken through the production of birth certificate / marriage or divorce certificate / passport, and educational / professional qualifications will be verified.
- Evolution Children Services will only offer appointments if the above checks are satisfactory; and will not allow unsupervised access to children/ young people before completion of all checks.
- Preliminary interviews will be used to ensure applicants have a full understanding of the requirements of the job and its difficulties; young people may be involved in the selection process.
- A probationary period of six months is standard practice for all new appointments.