

Course 1127:

Safer Recruitment Training (One or Two-Day Course)

This is generally a one-day or a two-day extended training course targeted at key recruitment stakeholders from the International Schools' sector (i.e. Board Members, HR, Administration staff, Heads of School, Principals and others). In current COVID-19 times, arrangements can be made to deliver an agreed program via Zoom in x3 or x5 set of two-hourly sessions (or other combinations by agreement). Designated Child Protection Officers who wish to extend their specialist knowledge, particularly around **offender behaviour**, may also find this course beneficial.

Whilst the program is tailored to 'International School' workplaces globally, the content can be adapted to support other organisations where necessary.

This training program has been put together following requests from a number of International Schools that have managed safeguarding crises linked to specific recruitment-based issues. Ideally used to build the repertoire of harm-prevention strategies as well as safer recruitment capacity within schools the course content can support decision makers and administrators to make safer and more effective choices on behalf of their school communities.

Course Objectives:

Based on an understanding of offender behaviour, recruitment practices, and international criminal background checking and intelligence gathering procedures, delegates will learn to:

- Identify the key features of staff recruitment and screening that help deter or prevent the appointment of unsuitable people;
- Consider policies and practices that minimise opportunities for abuse and/or to ensure its prompt reporting;
- Review policies and practices in recruitment with a view to making them safer and more efficient; and
- Assist International Schools in ensuring a culture of consistent vigilance by determining the key elements of effective recruitment and selection screening processes and their documentation, as well as establishing appropriate professional reference and criminal background checking protocols.

Outline of Course:

- Examination of the areas for assessment linked to recruitment as identified by the International Task Force on Child Protection (ITFCP).
- Review of the 'recruitment problem' within International Schools.
- Lessons learnt (ITFCP) and Serious Case Reviews (SCRs).
- Features of good practice when recruiting.
- Offender Behaviour – Finkelhor: Four Preconditions.

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- Statistics regarding offender behaviour.
- The safer recruitment process.
- Making the right decisions.
- Interview Questions.
- Pre-appointment checks.
- Criminal Background Checks – relevance.
- Culture of consistent vigilance.
- Features of a safer culture.
- Overview of key strategic approaches linked to recruitment including:
 - Planning and preparation;
 - Consideration of language used by recruiters within interviews;
 - The use of values-based interviewing techniques; and
 - Involvement of the candidates within the process.
- Establishment a Safer Recruitment Policy Statement
 - Safer recruitment procedures.

Learning Outcomes:

- When recruiting to be able to recognise the critical importance of the interface between broader safeguarding approaches and the actual protection of children and young people.
- To further develop theoretical knowledge and levels of understanding that can enable and advance improvement in operational practices.
- To provide a more comprehensive policy and procedural framework in order to raise standards of recruitment including the enhancement of assessment-based and auditing standards for review and compliance purposes.

Who is this training designed for overall?

This course is designed for senior leaders, in particular those who will be undertaking recruitment interviews such as Heads of School, Principals, Heads of HR, Senior Administrators and others. Additionally this course would be of potential benefit to the Governor/s with safeguarding responsibility within a school and any Designated Safeguarding Leads or Child Protection Officers seeking to develop their Child Protection knowledge and skills.

Chris Gould BA (Hons), Dip SP&C
Independent Child Protection Consultant
112 SAFEGUARDING
Safeguarding for Expatriate Communities
'International Schools Specialist'
Sunshine Coast, Australia
ABN: 48 535 950 435
Email: chris.112SAFEGUARDING@gmail.com
Skype: chris.gould26
Mobile: +61(0)404 375 014
LinkedIn: [linkedin.com/in/112SAFEGUARDING](https://www.linkedin.com/in/112SAFEGUARDING)
Website: www.112SAFEGUARDING.com

