
Last reviewed: August 2025

Next review due: August 2026

Safer Recruitment Policy

Connex Education Partnership is proud to hold the REC Audited Education accreditation, the benchmark for education staffing agencies, confirming our full compliance with safeguarding, statutory legislation and best practice as required by the Recruitment and Employment Confederation.

This accreditation is a fundamental part of our commitment to safeguarding and promoting the welfare of children and young people and we expect all staff within Connex Education to adhere to these standards. We also expect all staff working on assignments for us to share this commitment and be fully aware of the vital importance of child protection and the role they must play.

Each member of staff adheres to the specific and detailed recruitment and vetting checks that must be completed for all staff seeking to work with children and young people prior to placement. These checks build upon the requirements outlined in the DfE guidance: Keeping Children Safe in Education (KCSiE 2025 / Keeping Learners Safe 2015 and are regularly reviewed and updated in line with guidance).

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The requirements of KCSiE have statutory force and are clearly incorporated into Connex Education's processes and procedures. Compliance to these guidelines is regularly and closely monitored and audited both externally through the REC and internally through our Compliance Manager.

Furthermore, the Childcare (Disqualification) Regulations 2009 and the Safeguarding Vulnerable Groups Act 2006 outline specific duties and responsibilities for education employers in relation to barred persons and the sharing of information about individuals to the Disclosure and Barring Service through the referral system. Connex Education is always fully committed to meeting these obligations.

Safeguarding and promoting the welfare of children is defined for the purpose of this policy in line with Keeping Children Safe in Education (2025) protecting children from maltreatment; preventing impairment of children's mental and physical health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

Connex Education Partnership confirms that before supplying staff we have:

- Completed initial telephone screening – checking suitability, work history and outlining what will be required in our registration and vetting standards;
- Applied for and received a minimum of two satisfactory references including one from the last/current employer covering a time period of the last two years or more;

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- Confirm that they have read Keeping Children Safe in Education 2025 / Keeping Learners Safe 2015 – a link to which is provided prior to interview;
- Has completed our Mandatory Level 2 CPD Course in Advanced Safeguarding, Child Protection and Prevent;
- Undertaken a standardised, face-to-face interview with the applicant recording all answers provided; including questions in relation to any unfiltered convictions, cautions, reprimands, warnings or bind-overs which they have incurred;
- Obtained a full CV with a minimum 10-year history and accounted for any gaps;
- Obtained a signed declaration from all candidates that they have not been disqualified under the Childcare Act 2006;
- Obtained confirmation that the candidate is medically fit to work in an education setting;
- Confirmed the identity of the applicant and their proof of address in line with the required documentation set by the Disclosure and Barring Service (originals only);
- Obtained original confirmation of right to work in the United Kingdom, including relevant entry clearance, work permits, biometric residence permits and/or immigration documentation;
- Confirmed the relevant qualifications of the applicant;
- For ECTs – confirmed their status for their statutory induction period within the required time limit as set out by the DfE and ensuring that they have not failed induction;

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Registered business address:
Unit A, Telford Court, Chester Gates,
Chester, CH1 6LT

Registered name:
Connex Education Partnership Limited

Registered number: 09942486

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VAT reg No: 275530692



- Teacher Regulation Agency (TRA) – all staff checked via the Teacher Services portal to ensure they do not have disciplinary sanctions which prohibit them from working in the profession;
- They are not subject to disciplinary sanctions from the GTCE/EWC;
- That they do not have a current EEA member state restriction/sanction imposed upon them;
- That they are not barred from taking part in the management of independent schools;
- Confirmed overseas trained teachers hold qualifications deemed by UK NARIC to be the equivalent to UK teaching qualifications;
- Obtained Overseas Police Checks if applicable;
- Confirmed national insurance number via official documentation;
- Obtained proof of any name changes where applicable;
- Obtained an enhanced DBS certificate for the appropriate workforce OR a current DBS certificate for the appropriate workforce issued by another employer the suitability of which will be checked by the DBS Update Service on an annual basis;
- Conducted the relevant Prohibited List check in all names;
- Conducted a QTLS check if applicable;
- Obtained a disqualification by association declaration for applicable roles in line with guidance;
- Conducted an Online Search Check.

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At interview, each prospective worker is provided with a handbook outlining our expectations and requirements of those selected to work through Connex Education. This details our expectations and their duty to protect children and young people from physical, emotional, and sexual harm.

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