



Vetting Procedures – Safeguarding Children

First Class Education carefully select candidates through our stringent vetting procedures which comply with all Department for Education requirements for vetting of teachers and school support staff.

Below is a summary of the documents and vetting checks that are completed before a candidate can go out to work.

DBS Check (Disclosure & Barring Service Enhanced Certificate)

Every candidate is required to declare any cautions, convictions, reprimands or final warnings which would not be filtered in line with current guidance or a prosecution pending. A DBS Enhanced Certificate is obtained in every case and a DBS Update Service Status Check carried out.

Barred List Check (formally List 99)

All applicants are cleared on the Barred List Check.

Identity Check

Thorough checks are carried out to verify each applicant's identity. Only official documents such as passports and driving licenses satisfy our requirements.

Overseas Applicants (additional checks & permission to work)

In addition to completing a DBS check, additional checks are made including obtaining Police Clearance from the relevant country for applicants who have lived or worked outside the UK for more than three months within the last five years. We always verify that non-EC overseas nationals have a valid, current, working visa.

Prohibition and Qualification Check

All relevant qualifications are verified with the DfE NCTL Teacher Services (which includes a teacher prohibition check) or the applicant's place of study, and UK NARIC where applicable.

Disqualification by Association Check

For those applicants wishing to work with children under the age of 8 years.

Reference Checks

A minimum of two appropriate references are taken up on every applicant. Current or most recent employers are always approached.

Health Declaration

Candidate declaration that they have the mental and physical fitness and health to work with children.

Professional Interview

Our recruitment consultants are trained to ensure that all skills declared are based on actual experience and any gaps in employment history are accounted for.