



## Recruitment of Ex-Offenders Policy

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### The Abbey School, Reading

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| Reviewed by:           | Director of HR and Compliance                        | July 2025 |
| Ratified by:           | Whole School Leadership Committee and Governor Audit | July 2025 |
| Next review: July 2026 |  |           |

Apart from rare exceptions, all roles in school involve regulated activity with opportunity for contact with children and are exempt from the Rehabilitation of Offenders Act, 1974. Applicants are therefore required to declare any criminal convictions, including those normally regarded as 'spent' under the Act. Successful candidates are required to obtain an enhanced DBS check with Barred List information before an appointment is confirmed, which will include details of cautions, reprimands or final warnings as well as convictions.

In the event that candidates declare a criminal conviction or other information of concern, or that this information is revealed via DBS check, this will be discussed with the candidate before a decision is made whether or not to confirm the offer of employment.

In making this decision, the School will not unfairly discriminate against any candidate. The School will consider the nature of the offence together with any other relevant factors and whether in the opinion of the School this makes the applicant unsuitable for the type of work to be undertaken.