

## STAFF POLICY – RECRUITMENT AND SELECTION (including vetting)

### RATIONALE

East Dunbartonshire Council promotes staff recruitment and selection of early years staff.

The centre recruits staff and volunteers through a process that takes account of equal opportunities and safe recruitment practices.

### AIM

At Killermont Primary Nursery Class, in line with EDC policy, we aim to ensure that equal opportunities and safe recruitment practices are followed.

### OUTCOMES

- See EDC (Human Resources) policy on recruitment and selection which incorporates a Protecting Vulnerable Groups (PVG) scheme check

### ROLES AND RESPONSIBILITIES:

#### East Dunbartonshire Council & Head of Centre

- EDC and the Head of the establishment have a shared responsibility to uphold the authority's policy on recruitment and selection

### RESOURCES

*The Child at the Centre*  
*National Care Standards*  
*EDC Human Resources Policies*

### CROSS-REFERENCES:

The Child at the Centre	6.3
National Care Standards	12.1, 12.2

In our centre responsibility for implementing this policy is:	
First Draft	Date: October 2003
Consultation with Early Years Community	Date:
The policy was created on:	Date: November 2003
This policy was reviewed on:	Date: 27.9.18
Due for review on (not more than 3 years):	Date: 2021/22