



Royal School for the Deaf Derby is dedicated to safeguarding children and young people. All appointments are subject to rigorous safeguarding checks throughout the recruitment selection and assessment process including an enhanced criminal record check through the Disclosure and Barring Service.

We cannot accept a Curriculum Vitae as an application for the role

INSTRUCTIONS TO APPLICANTS

1.	Complete, sign and return the application form in full .	<input type="checkbox"/> Self-check - complete?
2.	Remember to list a continuous employment history in a dd/mm/yyyy format	<input type="checkbox"/> Self-check - complete?
3.	Explain the reason for any gaps in your employment history	<input type="checkbox"/> Self-check - complete?
4.	Detail the reason for leaving all previous roles working with vulnerable groups	<input type="checkbox"/> Self-check - complete?
5.	Complete, sign and return the Confidential Diversity Monitoring Form	<input type="checkbox"/> Self-check - complete?
6.	All documents should be returned to nicola.hardy@rsdd.org.uk or by post to Nicola Hardy, PA to the Headteacher, Royal School for the Deaf Derby, Ashbourne Road, Derby DE22 3BH	<input type="checkbox"/> Self-check - complete?
7.	Please note, if you sign electronically you will be asked to sign in person should you be shortlisted for interview	
8.	Please note, you are applying for a role which is a Regulated Activity as defined by the Safeguarding Vulnerable Groups Act 2006 (as amended). It is a criminal offence for an individual who has been disqualified under this Act to apply or be appointed to this role. If you have been disqualified from working with children do not apply	

IMPORTANT INFORMATION FOR APPLICANTS

All shortlisted applicants must complete a self-declaration to ensure they are suitable to work with vulnerable children and young people.

Following changes to Keeping Children Safe in Education in 2022 Royal School for the Deaf Derby will also undertake an online search as part of due diligence checks on shortlisted candidates to help identify any incidents or issues that have happened, and are publicly available.

This role is exempt from the Rehabilitation of Offenders Act (ROA) 1974. The amendments to the ROA 1974 (Exceptions Order 1975, (amended 2013 and 2020)) provide that when applying for certain jobs and activities, certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. The MOJ's guidance on the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975 provides information about which convictions must be declared during job applications and related exceptions and further information about filtering offences can be found in the [DBS filtering guide](#) together with our Rehabilitation of Offenders Policy Statement available on our job pages.

A copy of our child protection policy and procedure is available on our website at <https://www.rsdd.org.uk/> under the general information – Policies and Risk Assessment tab