

# Ofsted Commitment and Accountability Policy

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## Introduction

This policy outlines to our clients, the Newcross commitment to complying with Ofsted's recruitment requirements and standards when recruiting and placing staff with Ofsted registered providers.

In alignment with our commitment to transparency and effective partnership working, Newcross encourages open communication with registered providers, sharing relevant information, and fostering collaborative relationships to ensure the highest standards of recruitment and staff placement

Newcross is dedicated to ensuring the safety, welfare, and well-being of children and young people in the care of registered providers.

At Newcross, our unwavering passion for the safety and well-being of children drives us to ensure that all staff members are experienced, well-trained, and meticulously vetted in accordance with Ofsted standards

This policy aims to establish our recruitment process, ensuring that all staff members meet the necessary criteria and adhere to the highest standards of professionalism and suitability.

## Equal Opportunities and Diversity

Newcross is committed to providing equal opportunities and promoting diversity in all aspects of recruitment and staff placement. Further information can be found in the Equality and Diversity Policy POL 301 & Recruitment Policy 006.



## Compliance with Ofsted Requirements

Newcross acknowledges and complies with the following Ofsted requirements in the recruitment and placement process:

### **a. Enhanced Criminal Records Checks:**

All candidates applying for positions within Ofsted registered providers must undergo an Enhanced Disclosure and Barring Service (DBS) check. This check will ensure that individuals do not have a history of offenses that would make them unsuitable to work with children and young people. We are committed to ensuring employees placed with Ofsted regulated providers undergo an annual criminal records check; our processes ensure staff cannot work without this in place.

Any candidate who has lived or worked overseas for 12 months or more in the last 10 years, since the age of 18, will also be required to provide an overseas criminal record check.

### **b. References:**

Newcross will obtain and verify references for all candidates before placement. References will be sought from previous employers or relevant professional contacts to ensure candidates have a satisfactory history of employment and conduct.

### **c. Right to Work Verification:**

Newcross will verify the candidate's right to work documents in accordance with UK employment legislation and in line with our Recruitment Policy (POL 006). Candidates will be required to provide necessary documentation, such as passports and work permits, to confirm their eligibility to work in the country.

### **d. Identity:**

Newcross follows the identification guidelines for Enhanced DBS checks. All documents that form part of confirming a candidate's right to work are checked through TrustID, our IDVT provider. All other documents are checked by the trained recruitment team to ensure they meet the requirements of the DBS enhanced check. Candidates are asked to provide proof of names change if the name is not consistent across all documents and only a formally recognised document such as marriage/civil partnership certificate, decree absolute/ civil partnership dissolution or deed poll are acceptable. All documents are copied and records securely retained.

## Compliance with Ofsted Requirements (*continued*)

### **e. Qualifications and Training:**

Newcross will assess candidates' qualifications and relevant training to ensure they meet the minimum requirements for the positions they are applying for. We will actively encourage ongoing professional development for staff to enhance their skills and knowledge.

### **f. Suitability and Safeguarding:**

Newcross will conduct thorough suitability assessments to ensure candidates' ability to work safely and effectively with children and young people. This assessment will include evaluating candidates' understanding of safeguarding procedures and their commitment to promoting the welfare of children.

### **g. Code of Conduct and Ethics:**

All staff placed with Ofsted registered providers are expected to adhere to a strict code of conduct and ethics as set out in national and professional codes e.g. Code of Practice for Social Care Workers GSCC.

## Monitoring, Review and Audit

Newcross is dedicated to maintaining the highest standards of recruitment and staff placement in line with Ofsted requirements. To ensure the effectiveness of our commitment, we incorporate a robust monitoring, review and audit process.

### **a. Regular Monitoring and Review:**

Newcross will conduct regular internal assessments to monitor the implementation and effectiveness of this policy. Our internal teams will review the adherence to Ofsted requirements in the recruitment and placement processes. This ongoing monitoring will allow us to identify any areas for improvement and promptly address any deviations from the established standards.

### **b. Annual Policy Review:**

An annual review of this policy will take place to ensure its relevance and compliance with current Ofsted regulations. Any updates or changes to Ofsted requirements will be promptly integrated into the policy to reflect the evolving landscape of safeguarding and staff placement.

**c. Internal Audit:**

Periodically, Newcross will undergo internal audits conducted by our dedicated audit team. The audit team consists of individuals with expertise in compliance and safeguarding. These audits will evaluate our adherence to Ofsted requirements, the accuracy of our recruitment processes, and the suitability of staff placements. External audits provide an impartial perspective on our practices and help identify potential gaps or areas for enhancement.

**d. Feedback from Registered Providers:**

We value feedback from registered providers who interact with our staff on a daily basis. Their observations and experiences can provide valuable insights into the effectiveness of our recruitment and placement processes. We will actively seek feedback from registered providers and use it to refine our practices.

**e. Continuous Improvement:**

Audit findings, both internal and external, will be used as a foundation for continuous improvement. Any identified shortcomings or areas requiring development will be addressed through targeted training, process refinement, or policy updates.

**f. Data Integrity Audit:**

Newcross recognizes the importance of data integrity, especially when it comes to sensitive candidate information and compliance records. Regular data integrity audits will be conducted to ensure the accuracy, completeness, and security of candidate records, criminal records checks, and other pertinent documentation.

**g. Transparency and Accountability:**

Audit results and actions taken in response to audit findings will be documented and communicated internally. Transparency and accountability are paramount to our commitment to safeguarding children and young people.

Through these monitoring, review, and audit processes, Newcross demonstrates its unwavering dedication to upholding Ofsted's recruitment requirements and standards. Our aim is to continually improve our practices, ensuring the safety, welfare, and well-being of children and young people entrusted to the care of registered providers.

By maintaining a rigorous audit regimen and consistently reviewing our policies, we reinforce our commitment to excellence and accountability in all aspects of recruitment and staff placement.

## **Confidentiality and Data Protection**

Newcross will handle all personal information and sensitive data in accordance with applicable data protection laws. Candidate information will be securely stored and processed solely for recruitment and placement purposes.

Clients will be assured of individual staff compliance with requirements via their personalised staff profile. Original records held by Newcross may be accessed through a requested compliance audit where you will be invited to attend a relevant Newcross location; documents will not be supplied

## **Reporting Concerns**

Newcross encourages staff, candidates, and registered providers to report any concerns related to recruitment or staff conduct promptly. All reported concerns will be thoroughly investigated, and appropriate action will be taken in line with established procedures.

## **Conclusion**

This policy demonstrates the Newcross commitment to meeting and exceeding Ofsted's recruitment requirements and standards.

By adhering to this policy, we aim to ensure that all staff placed with Ofsted registered providers are suitably qualified, competent, and committed to providing high-quality care and support to children and young people. Newcross will continually work towards maintaining the highest standards of recruitment and staff placement to promote the welfare and safety of those in our care.





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