



Safer Recruitment Policy

Safe recruitment is central to the safeguarding of children and young people. All organisations which employ staff or volunteers to work with children and young people have a duty to safeguard and promote their welfare.

In-Spire Sounds commits too:

- Carry out appropriate checks on all new staff, volunteers and any freelance staff working directly with children and young people
 - Ensure that all staff receive a new DBS check from commencement of contract
 - Ensure that all staff, freelancers and volunteers have a valid and clean DBS check either on the update service or issued within the past 2 years
 - For any staff with a disclosure on their DBS, a risk assessment will be carried out
 - Ensure that all staff, freelancers and volunteers and anyone working with children read the Safeguarding policy
 - Ensure all staff, freelancers and volunteers with access to children and young people will be subject to Level 2 Safeguarding Training
 - Whenever a new staff member joins they will receive shadowing and training with a current member of staff who understands good practice
 - An open door policy during sessions meaning a member of staff may observe the session, offering transparency and an opportunity to feedback on good practice
 - Ensuring that all permanent staff and freelancers are carefully selected, trained and supervised to provide a safe environment for all children and young people
 - All freelance staff meet with the Designated Safeguarding Lead before work is offered
 - Where relevant written references will be obtained
 - Where relevant observation of work will confirm suitability for working with children
 - Freelance staff are monitored and offered appropriate advice and guidance
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**Contact Details**

In-Spire Sounds Designated Safeguarding Lead: Kingsley Pratt Boyden

Email: info@inspiresounds.co.uk

Tel: 07724 064478

Independent complaints:

Complaints will be dealt with fairly, confidentially and sensitively.

Complaints will be taken seriously and investigated promptly, objectively and independently. The Chair of trustees will take relevant steps to make sure the complaint is raised with the board immediately, and any further actions required, will be made efficiently.

If you wish to make a complaint about any of our staff please contact Agya Poudyal (our chair of trustees)

Email: agyapoudyal@gmail.com

Please note that complaints about Agya are made to the Designated Safeguarding Lead

The policy must be reviewed and updated at least every 12 months

This policy was updated on: 03/10/2025