

**Appendix F –Safer Recruitment Risk Assessment and Checklist for employing Ukrainian Refugee’s with the right to work in the UK**

Please note this form is just applicable to Ukrainian Refugees.

Name of applicant:

Position applied for:

Name of line manager/recruiting manager/Head Teacher:

Date of meeting:

*For information – DBS information is only applicable from the date the candidate entered the UK. Current situation for this group of overseas residents is that the DBS searches only apply from the date the applicant entered the UK. The UK is not is a position to gain information for the applicants Ukrainian history/record.*

<b>Checklist for Ukrainian applicants</b>	
Consider the length of time since the candidate has entered the UK? (i.e. how long is the DBS trace going back)	
Consider whether the candidate is likely to be unsupervised with children or vulnerable adults during their employment.	
Consider the previous profession of the Ukrainian refugee and if you have any evidence of this profession.	
Did the applicant disclose any information on application form or at interview with regards to any previous convictions?	
Is there any constraints attached to their working Visa/Right to work that could affect being appointed into this post?	
Any additional information that would be useful as part of this risk assessment?	
Comments e.g. advice sought from legal/HR	

**Line Manager/Head Teacher**

Having interviewed the above named person, it is my view that the applicant is suitable/unsuitable for proposed/existing employment:

Signed:  
Name:

Date:

**Head of Service/Chair of Governors**

I agree/disagree with the above because

.....  
.....  
.....  
.....

Signed:  
Head of Service/CoG  
Name:

Date:

**For posts that are Regulated Activity in relation to either Children or Vulnerable Adults, the risk assessment must be signed off by the Councils safeguarding leads, Neil Ayling (Chief Officer for Social Services) and Claire Homard (Chief Officer for Education and Youth).**

**Signed**  
**Chief Officer for Social Services.....**

**Signed**  
**Chief Officer for Education and Youth.....**