



Durham University Student Community Action Policy on the Recruitment of Ex-offenders

SCA uses the Disclosure and Barring service to assess applicants' suitability for positions that bring them into contact with under-18 year olds and/or with vulnerable adults. SCA complies fully with the DBS Code of Practice and undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information revealed.

SCA is committed to the fair treatment of its staff and volunteers, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background. We actively promote equality of opportunity for all with the right mix of talent, skills and potential, and we welcome applications from a wide range of candidates, including those with criminal records.

A Disclosure is requested after a risk assessment has indicated that one is both proportionate and relevant to the position concerned. It is required for all positions that result in unsupervised regular contact with children (under 18s) and/or vulnerable adults where it fits into regulated activity.

Unless the nature of the position allows SCA to ask questions about an applicant's entire criminal record, we ask only about 'unspent' convictions as defined in the Rehabilitation of Offenders Act 1974.

In situations where SCA's counter signatories feel they require further guidance in the employment/volunteer placement of an ex-offender, they shall seek advice from the Durham Constabulary University Liaison Officer.

Through interview with an ex-offender, SCA will ensure that an open and measured discussion takes place on the subject of any offence or other matters that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of access to the volunteer opportunity.

SCA undertakes to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of access to the volunteer opportunity. Having a criminal record will not necessarily bar an applicant from volunteering. This will depend on the nature of the position as well as the circumstances and background of the offence(s).

(Revised May 2015)