

Diary list – Recruitment

UPDATED: Monday, 6 January 2020

Name	Post	Contact	DBS		References	1	2	Barred List	Interview question sheet	Team Teach	KCSIE/Prevent/ PBS/Fire Ext training	KCSIE part 1 /5, annex A & C essential reading	CP, behaviour, go missing , code of conduct, code of safer working policy reading	Online Safety	Status	SCR	Notes for meeting
	Teacher	RR	Clear	✓	Complete	✓	✓	✓	✓	booked	✓✓✓✓	✓	✓✓✓✓	✓	Start 6 January	✗	All safeguarding checks complete
	Teacher	RR	Complete	✓	Complete	✓	✓	✓	✓	booked	✓✓✓✓	✓	✓✓✓✓	✓	Start 6 January	✗	All safeguarding checks complete
	School Nurse (part time)	DJT	Complete	✓	Requested	✓	✓	✓	✓	booked	✓✓✓✓	✓	✓✓✓✓	✓	Start 6 January	✗	All safeguarding checks complete
	RSCW	DJT	Clear – checked on update service	✓	Requested	✓	✓	✓	✓	booked	✓✓✓✓	✓	✓✓✓✓	✓	Start pending	✗	All safeguarding checks complete
	Agency Teacher for BEST	MG/JA	Clear	✓	Clear	✓	✓	✓	To do	✓	✓✓✓✓	✓	✓✓✓✓	✗	Starting w.c. 6 January working Thursday/Fri day all day	✗	All safeguarding checks complete
	RSCW	DJT	Processing	✗	Requested	✗	✓	✓	✓	✗	✗✗✗✗	✗	✗✗✗✗	✗	Start pending	✗	DBS to clear. Essential training to complete.
	RSCW	DJT	Current DBS Clear – Processing new one	✓	Complete	✓	✓	✓	✓	✓	✓✓✓✓	✓	✓✓✓✓	✓	start 13 Jan	✗	All safeguarding checks complete
	ISW	SG	Clear	✓	Requested	✓	✓	✓	✓	✗	✗✗✗✗	✗✗✗✗	✗	✗	Start TBC	✗	Essential training to complete