

BTBC Child Safety employment practices

BTBC applies the best practice standards in the recruitment and screening of staff and volunteers to ensure that child safety requirements are met. Recruitment processes and strategies include:

Deciding to recruit

- Working with Children Checks are required for all staff and volunteers 18 years or over, regardless of their roles and level of contact with children.
- We assess the qualifications and prerequisites required to ensure the staff are appropriately skilled for the role.
- We assess the training, guidance and supervision required for the position and the current resources available to meet these requirements.

Advertising

- All positions are advertised with a Statement of Commitment to Child Safety.
- Positions will clearly state the responsibilities with regard to children, where relevant.
- Prerequisite criteria will be listed for positions, for example: National Police Check, Working with Children Check, training and qualifications.
- Advertised positions will state that referee checks will be performed for shortlisted candidates.

Selection

- Interview questions will address the applicants experience and previous engagement with children and will gauge their attitudes and values toward children.
- Reference checks must be performed and specifically questions must be asked about suitability to work with children and any past issues or concerns
- Before commencing in their role, successful applicants must sight and agree to the BTBC Code of Conduct and Child Safe Policy and undertake the BTBC Child Safety training.