**Safeguarding and Child Safeguarding Questions incorporated on the Applicant Tracking System (ATS)**

For organizations with an ATS, when a vacancy is advertised, the ATS pre-requisite requirements should include a statement about the employer’s commitment to safeguarding and the values, beliefs and behaviours expected.

Again this should act as a deterrent to unsuitable applicants. In addition, reference should be made (either in the advertisement, on the webpage or in the job description) to the organisation’s rigorous selection process, which should deter unsuitable candidates from applying.

Below are sample questions that can be embedded onto the ATS

1. Have you ever been charged with a criminal offence?

No

Yes

If yes, please provide details: ………………..

1. Have you ever received a written warning or been dismissed or resigned following allegations of improper or unprofessional conduct or unsatisfactory work performance?

If yes, please provide details:………….

1. Our process includes asking referees whether there are any Safeguarding, Child Safeguarding, Prevention from Sexual Exploitation and Abuse or working with vulnerable groups concerns in your regard. Do you foresee any problem arising from this process? If yes, please provide details: ………….