

# Safer Recruitment in ELT

## AM session with Nigel Heritage

Venue: St Andrew's College Language Schools Ltd  
Suite 303, The Pentagon Centre  
36 Washington Street  
Glasgow G3 8AZ  
Scotland

Date: Thursday 26<sup>th</sup> April 2018

Timings: Registration from: 09:10 | start time: 09:30 | end time (approx.): 13:30

Price: Members £75, non-members £120

Format: Interactive and involving all participants

### Why attend this training day?

A key part of safeguarding is safer recruitment of staff and homestay hosts who will be working with students aged under 18. The Accreditation UK inspection scheme expects ELT organizations to follow safer recruitment practices; this training clarifies those and looks at the reasons behind the need for safer recruitment. The training is specifically designed for ELT organizations and focuses on practical procedures to ensure safer recruitment, even in the busiest times of year, as well as highlighting the importance of ongoing vigilance after staff and hosts have been appointed.

### What does it cover?

- Understanding the background
- Recognizing the abuser and how they operate
- Implications for safer recruitment and after appointment
- Developing a safer recruitment process, step-by-step from job description to appointment.
- Legal and compliance; Accreditation UK
- The need for ongoing vigilance; a Safer School
- Provides information specific to recruitment practices in Scotland and England

### Learning outcomes

- Identifying key aspects of safer recruitment that help to prevent the appointment of unsuitable people
- Understanding the importance of each step in the process of safer recruitment
- Practical suggestions for overcoming typical challenges, especially when recruiting has to happen quickly
- From these points, being able to review their own organization's practices to make them safer
- Relevant handouts in hard copy and email follow-up
- Certificate issued by English UK to confirm you have been trained in Safer Recruitment in ELT

### Who is it for?

Usually designated staff who have a responsibility for safeguarding (DSPs) and/or those whose primary role is recruitment of staff or homestays for under 18 students.

### About the trainer

Book your place: [englishuktraining.com/training-calendar](http://englishuktraining.com/training-calendar)



**Nigel Heritage** is a freelance trainer with more than 30 years' experience in ELT as a teacher, manager and consultant. He is a tutor on the English UK Cert SSM course and a member of English UK's consultancy team. Nigel specializes in student welfare in general and safeguarding and young learners in particular. Nigel aims to provide positive and interactive training sessions.