

Policy on Recruitment of Ex Offenders

Oban Youth Café Project undertakes to treat all applicants for positions within the organisation fairly and not discriminate unfairly against the subject of a disclosure on the basis of conviction or other information revealed.

As all positions within the organisation require a disclosure check we will make this clear on the application form, job advert and any other information provided about the post.

At the interview we will ensure that open and measured discussions can take place on the subject of offences.

Failure to reveal information at interview, that is directly relevant to the position sought could lead to the withdrawal of the offer of employment.

At interview or when receiving a disclosure that shows a conviction, we will take into consideration: -

- Whether the conviction is relevant to the position being sought
- The seriousness of the offence revealed
- The length of time since the offence took place
- Whether the applicant has a pattern of offending behaviour
- Whether the applicant's circumstances have changed since offending took place.

We will ensure that all our members (staff and volunteers) involved in the recruitment process are aware of this policy and have received relevant training and support.

We undertake to make a copy of this policy and our Code of Practice, available to any applicant for all posts with the project.