

## **Ashlyns School – Online search record 1 September 2022**

To carry out our duty of safeguarding and safer recruitment, Ashlyns has taken the decision to adopt the practice of online searches for candidates shortlisted for interview from 1 September 2022.

The online search is not a replacement or an alternative for other recruitment checks. These will continue to be conducted.

Decisions about hiring will not be based solely on the personal information found in online searches. Candidates will always have the chance to address any issues of concern that come up during the search at interview.

The following form, shows the scope of the searches made.

Candidate name:

Role shortlisted for:

Searcher name:

Date and time of online search:

SEARCH PARAMETERS	CONCERNS RAISED
<p><b>Google search:</b> The following terms, looking at the first page of results:</p> <ul style="list-style-type: none"><li>• 'Candidate name'</li><li>• 'Candidate name' + 'current school/employment'</li><li>• 'Candidate name' + 'previous school/employment'</li><li>• 'Candidate name' + 'educational institution'</li><li>• 'Candidate name' + 'job title'</li></ul> <p><b>Websites:</b> The candidate's name was typed into the search function of the following websites:</p> <ul style="list-style-type: none"><li>• LinkedIn</li><li>• Twitter (checked the top 10 results)</li><li>• Facebook (checked the top 10 results)</li><li>• Their current school's/work website</li></ul>	<p>Only record information that suggests the candidate:</p> <ul style="list-style-type: none"><li>• Is unqualified for the role</li><li>• Poses a potential safeguarding risk</li><li>• Risks damaging the reputation of your school/trust</li></ul> <p><b>Don't</b> include any irrelevant personal information.</p>