

RECRUITMENT OF EX-OFFENDERS POLICY FOR VOLUNTEERS

As an organisation using the Criminal Records Bureau (CRB) Disclosure service to assess applicants' suitability for volunteering opportunities, *The Chichester Diocesan Association for Family Support Work* complies with the CRB Code of Practice. We undertake not to discriminate unfairly against any subject of a Disclosure on the basis of conviction or other information revealed.

The Chichester Diocesan Association for Family Support Work is committed to the fair treatment of its staff and volunteers, potential staff and volunteers, and users of our services regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, disability or offending background.

A Disclosure will be requested only where this is relevant to the volunteering or required by law. Where this applies, all application forms will contain a statement that a Disclosure will be requested. We encourage all potential volunteers to provide details of any criminal record with their application. We guarantee that this information will only be seen by those who need to see it as part of the volunteer recruitment process.

Having a criminal record will not necessarily bar you from volunteering with *The Chichester Diocesan Association for Family Support Work*.

The Chichester Diocesan Association for Family Support Work will discuss any matter revealed in a Disclosure with the person seeking to volunteer. Decisions to accept potential volunteers will depend on the nature of the position and the circumstances and background of your offences.

Where potential volunteers are considered unsuited to the role they applied for, *The Chichester Diocesan Association for Family Support Work* will seek to offer an alternative volunteering opportunity. If this is not possible, we will seek to support the application in finding alternative volunteering possibilities.