



## Safer Recruitment Policy

### 1. Policy Statement

The English Karate National Governing Body (EKNGB) is committed to safeguarding and promoting the welfare of children, young people and adults at risk. Safer recruitment forms a fundamental part of our safeguarding framework and governance responsibilities.

### 2. Legislative & Governance Framework

This policy aligns with the Safeguarding Code in Martial Arts, relevant UK safeguarding legislation, DBS guidance and the Sport England Code for Sports Governance. The Board of Directors holds collective responsibility for ensuring implementation and oversight.

### 3. Scope

This policy applies to all staff, board members, coaches, officials, volunteers, contractors and individuals acting on behalf of EKNGB, including national team and affiliated club environments.

### 4. Recruitment Procedures

### 5. Risk Assessment

Where disclosures or safeguarding concerns arise, a documented risk assessment will be undertaken by senior governance representatives. The welfare of children and adults at risk will always be the primary consideration.

### 6. Induction & Monitoring

All appointees will receive safeguarding induction, Codes of Conduct, reporting procedures and Equality, Diversity & Inclusion awareness training. DBS renewals and annual self-declarations form part of ongoing compliance monitoring.

## **7. Non-Compliance**

Failure to adhere to safer recruitment requirements may result in suspension, removal, disciplinary action or referral to statutory authorities.

## **8. Review**

This policy will be reviewed annually (Next Review: 15 February 2027) or earlier if legislation or governance requirements change.

- Clear role descriptions including safeguarding responsibilities.
- Transparent recruitment and structured application process.
- Verification of identity and right to work where applicable.
- Minimum of two satisfactory references.
- Enhanced DBS checks (with barred list where required).
- Safeguarding questions embedded within interviews.
- Formal offer subject to satisfactory clearance.