

# STC CONSORTIUM LIMITED

FOR A PROFESSIONAL EDUCATIONAL RECRUITMENT SERVICE

**TELEPHONE 0191 495 2552**

## **VETTING AND SECURITY**

STC Consortium Limited was one of the first educational recruitment agencies in the UK to be awarded the DCFS Quality Mark in 2004.

### **We ensure that all applicants hold the following verifiable documentation:**

- Original Current CRB Enhanced Disclosure Document. If the CRB presented by the candidate at interview is older than 6 months and cannot be verified by the Registered Body, then STC insist a new CRB is applied for
- List 99 Check.
- DCSF Number.
- Original Qualification Documents.
- Proof of GTC Registration or proof that it has been applied for (if applicable). STC also check directly with the GTC.
- Details of two professional referees, in order to apply for references. One of which must be the current or most recent employer. Open references and testimonials will be reviewed but will not be accepted in lieu of the professional references.
- 2 x Proofs of Identity – in the form of a passport, photo driving licence or birth certificates.
- 2 x Proofs of address – which must be two original documents for example a bank statement and utility bill as proof of the applicant's home address.
- In the case of overseas applicant's, verification of work permit and home country police check need to be produced for verification.
- Overseas teachers must also produce written evidence of their qualifications from NARIC.
- A completed application form containing applicant's details along with a signed medical declaration.



## **STC Consortium Limited**

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**Quality Mark**

department for  
**children, schools and families** INVESTOR IN PEOPLE  
**WE ARE EQUAL OPPORTUNITIES EMPLOYERS**

