info@rt-education.com
Tel: 01992 535770

TERMS OF AGREEMENT WITH WORKSEEKERS FOR TEMPORARY OR PERMANENT PLACEMENTS

Below are important details regarding our services, please ensure that you read these terms thoroughly before agreeing to them.

1. Recruitment Team Nine Limited (Incorporating RT Education, RT Healthcare and RT Social Care) are to provide you with recruitment services. Under this clause, we will act as an 'agency' as defined under the Employment Agencies Act 1973.

2. You authorise Recruitment Team Nine Limited to seek work on your behalf and confirm that we have the 'right to represent' you for this purpose.

3. You consent to any sensitive or personal data disclosed as part of your application to being used in connection with the search for work, subject to relevant data protection legislation.
   You acknowledge and consent that Recruitment Team Nine Limited can and will obtain, store, process and disclose personal data about you in order to fulfil our obligations under these terms and in relation to providing you with employment. All data storage, processing and sharing will principally be for personnel, administrative and payroll purposes and in accordance with all relevant data protection legislation.

4. You authorise Recruitment Team Nine Limited to approach all referees that you provide us with details for, in order to obtain references. You also authorise Recruitment Team Nine Limited to share and/or disclose all references obtained relating to you with third parties such as potential employers and/or regulatory bodies.

5. You will declare to us if you have ever been the subject of professional misconduct proceedings, disciplinary action, safeguarding concerns, suspensions or dismissals from any employers (or regulatory bodies) or if such are pending against you either in the UK or abroad prior to Recruitment Team Nine Limited seeking work on your behalf. Failure to provide this may result in the subsequent termination of your employment.

6. The Rehabilitation of Offenders Act 1974 (Exceptions Order 1975) permits persons in certain circumstances to ignore offences committed in the past when asked to give details of previous convictions. These convictions are known as "spent convictions". However, the Exceptions Order of 1975 states that those employed in specific fields are not allowed to withhold details of any offences for which they have been convicted, however long ago these convictions or cautions may have occurred. Accordingly, you must declare full details of any and all offences, investigations, suspensions, cautions and convictions prior to Recruitment Team Nine Limited seeking work on your behalf.

7. You confirm that the information provided in your application is both truthful and accurate. You have omitted no facts that could affect your future employment. You understand that any placement offered is subject to documentary evidence of your right to work in the UK, verification of any professional qualifications and subject to satisfactory professional references.

8. You will inform Recruitment Team Nine Limited immediately of any circumstances that may affect your work, such as changes to your health, professional misconduct proceedings, disciplinary action, safeguarding concerns, suspensions, dismissals or pending prosecutions or convictions which may arise whilst you are registered with us for permanent or temporary work. You understand that Recruitment Team Nine Limited has the right to request a Disclosure & Barring Service (DBS) check where they consider it necessary and that any details from this, or any other police checks provided, may be forwarded to a potential employer.

I confirm that I have read, understand, acknowledge and agree to terms outlined above.

Signature: Full name: Date: