

## **References and medical clearance**

### **Reference policy**

Your appointment will be subject to the council receiving two satisfactory references, preferably from previous employers or college tutors.

### **Medical clearance and pre-employment screening**

Your appointment will be subject to medical clearance. All successful applicants are asked to complete a pre-employment medical questionnaire for assessment by the council's occupational health unit.

Pre-employment screening is the process where information provided by a job applicant in their application form is checked to ensure that it is accurate and complete. It is fraudulent to make false statements about your qualifications and/or experience.