

# Inclusive Recruitment

Unlocking potential: Our journey with HMP Ford



**ROADWAYS  
THE RIGHT WAY**

# How It All Started - HMP Ford



The idea to engage with prisons for recruitment emerged during the NH Social Value Group and then a Tier 1 contractor invited us to participate in this social value initiative



- Paperwork
- Workplace assessment

APPLY NOW

- Recruitment event
- Job offers
- Personal assessments for successful candidates
- Onboarding - so far 4 individuals directly from Ford

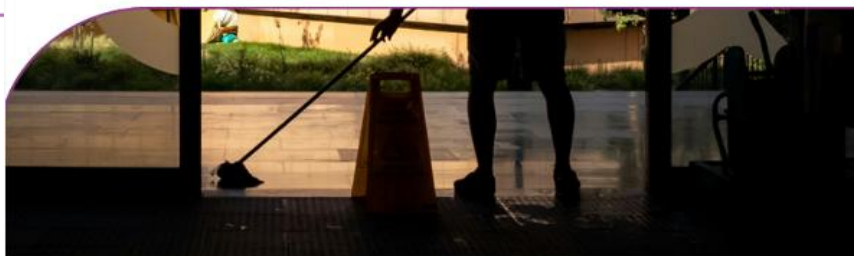
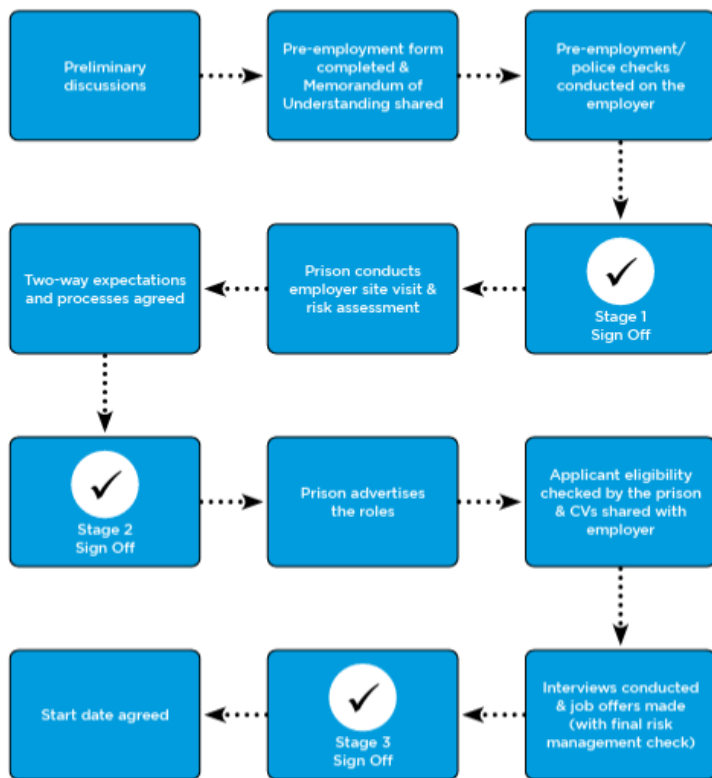


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# Release on temporary licence map

## Release on Temporary Licence Process Map



### Release on Temporary Licence (ROTL)

A minority of prisons provide Release on Temporary Licence (ROTL) – whereby risk assessed prisoners are released daily to work in the community and then return to prison after work. This allows employers to build a relationship with an individual in a controlled way, before taking any decision about whether to employ them on release. It also helps individuals build up savings for their release, develop their skills and establish a track record with a business.

There's a careful process for managing ROTL placements with employers, so that suitable people are matched to the right placements. End-to-end, this process can take up to 12 weeks.

The stages of the process:

- If you're interested in ROTL, we'll set up a meeting with the Prison Employment Lead or Business & Community Engagement Manager to discuss the role(s) and your requirements.
- The Prison Employment Lead or Business & Community Engagement Manager will send you a pre-employment form to complete. This will be shared with the police for clearance, which can take several weeks.
- As part of the pre-employment form you'll need to submit a copy of your organisation's liability insurance and health and safety policy.
- The prison will create a Memorandum of Understanding (MOU) with you, which makes everyone's responsibilities clear.
- Prison staff will need to visit your place of work to conduct a Risk Assessment. We recommend this is completed before any offers are made.

- After receiving clearance, the prison's Governor will consider the request, and provide sign-off where appropriate.
- The work placement can then be set up.
- Prisoners make applications for ROTL-Resettlement Day Release (RDR), and are rigorously risk assessed and monitored by prison staff to determine suitability.
- You can promote placements by running workshops with prisoners, explaining the roles on offer. This allows eligible prisoners to meet members of your organisation and ask questions so they fully understand the job requirements.
- The job matching process begins. This is led by the Prison Employment Lead, who'll share applications for you to consider.
- Prison visits to conduct interviews will need to be arranged well in advance.
- The prison will draw up a license for RDR – specifying the time, location and purpose of the release. How a prisoner's release is managed will depend on the local policy at the prison. This process can take up to a month.
- Although you may not receive a copy of the RDR Licence, the Prison Employment Lead will ensure that you're informed of any conditions that a prisoner is released on.
- Prisoners must comply fully with the terms of the RDR licence. Any breach of the terms of the licence will lead to disciplinary action and the withdrawal of prisoner, with either temporary or permanent termination of the ROTL placement.
- The placement commences. Wages must be paid centrally, and not directly to prisoners. Further details on this will be shared with you locally.



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# Jordan's Journey & why it matters

Jordan joined us as an entry-level operative on a local maintenance contract, potholes and patching jobs.

From day one, he was eager, reliable, and incredibly grateful. He never missed a day. He followed all health, safety, and quality rules with care and diligence.

Over time (6 months), he progressed becoming a fully **qualified** ganger in the same team.

After his release, he continued working with us.



**Great hire!**

Businesses agree prison leavers they employ are

- Motivated (93%)
- Trustworthy (91%)
- Loyal (89%)
- Reliable (88%)



**Reduced re-offending**



**Social value contribution demonstrated to clients**

I will do and thank you so much for everythink Danielle you really help me change my life for the better wherent for you i would probly be back being naughty thank u

08:53

So where have you been hiding boss I'm out off prison now and carried working for Hailsham roadways thank you for helping me change my life around

12:11 PM



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# What's next for Roadways

**Continue to participate in open days at prisons, interacting with individuals preparing for their transition back into society.**



**East Sutton Park Prison and  
Young Offender Institution.**



# Challenges we faced

- One of our employees resigned once he was released, as the travel distance and lack of transport made it hard to balance work and family. While commuting from prison was manageable, reuniting with his family brought new priorities and challenges.
- We have to be mindful on what jobs they could be placed because of strict return to prison times
- Recruitment takes a little longer than normal recruitment processes due to assessments



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# How to get involved

New Futures  
Network

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Employer Guidance

<https://newfuturesnetwork.gov.uk/>

Register using this link

<https://newfuturesnetwork.gov.uk/introducing-new-guidance-for-employers/#our-mission>

## Who are New Futures Network and how can we help you?

New Futures Network is the specialist employment team in HM Prison and Probation Service (HMPPS).

We can help you tap into a nationwide talent pool of prisoners and prison leavers, with invaluable knowledge and skills to fulfil your hiring needs.

## We support employers of all sizes across England and Wales.

Prisons don't necessarily release people into the area they're based in. They also have different population cohorts, and types of work and training provision.

We'll help you connect with the right prison, depending on your requirements.

## We do this by:

- Working with you to understand the needs of your business and link you with other employers who've recruited prison leavers.
- Connecting you with prisons and guiding you through the process of recruiting prison leavers.
- Linking you with partners like the many excellent charities who support prisoners and prison leavers with a range of needs before and after release.
- Advising you on the employment pathways available and which prisons you can recruit from, based on your business needs.
- Guiding you through the process of identifying suitable candidates, with the dedicated specialist support of prison resettlement teams.
- Supporting you to promote the benefits of employing prison leavers to your organisation and get buy-in from your employees.



Leigh Maxfield -  
Employment & Skills Partner at Thames Water.

“

*We are proud to provide job opportunities for these individuals as they transition back into the workplace. Of course, like employing any individual, there can be challenges, but we have found that employing people from prison has been a highly positive experience overall.*

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