

Direct Line: 01623 672232  
Our Ref: 882  
E-mail: [sfh-tr.foi.requests@nhs.net](mailto:sfh-tr.foi.requests@nhs.net)

**King's Mill Hospital**  
Mansfield Road  
Sutton in Ashfield  
Nottinghamshire  
NG17 4JL

**8<sup>th</sup> September 2025**

Tel: 01623 622515  
Join today: [www.sfh-tr.nhs.uk](http://www.sfh-tr.nhs.uk)

[REDACTED]

Dear Sir/Madam

**Freedom of Information Act (FOI) 2000 - Request for Information Reference:**  
Employment Policies

I am writing in response to your request for information under the FOI 2000.

I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold some of the information you have requested. A response to each part of your request is provided below. Please accept our sincere apologies for the delay.

**Home, Community, Hospital.**

FOI Request / Question	Question Response	Is there an exemption?	Exemption	Exemption Details
<p>2a. A copy of any policies that set out how the Trust ensures that employees contracted through third parties have a legal right to work in the UK, and how these policies are enforced.</p> <p>2b. A copy of any records or audits, from within the last two years, that set out details as to how far these policies are complied with.</p> <p>2c. The job title and grade of the person (or people) responsible for overseeing and enforcing this policy. (For the avoidance of doubt, I am not seeking any personal information other than job title and grade).</p>	<p>2b. Information not held.</p> <p>2c) Recruitment Manager Band 7</p>	Yes	Section 21	Section 21 exempts information that is reasonably accessible to you by other means. The information you require is available <a href="https://www.sfh-tr.nhs.uk/about-us/regulatory-information/non-clinical-policies/">https://www.sfh-tr.nhs.uk/about-us/regulatory-information/non-clinical-policies/</a>
3a. Information that sets out, for each of the last three years, how many asylum seekers were hired on a temporary right to work visa by the Trust.	3a Information not held.			

<p>3c. Information that sets out, for each of the last three years, how many asylum seekers were registered volunteers at the Trust.</p> <p>3d. A copy of any policy concerning how you ensure that asylum seekers who are registered volunteers are not replacing paid roles.</p>	<p>3c - During the last 3 years we have recruited one asylum seeker as a registered volunteer.</p> <p>3d - <a href="https://www.sfh-tr.nhs.uk/media/btrf4cvd/voluntary-services-operational-policy.pdf">https://www.sfh-tr.nhs.uk/media/btrf4cvd/voluntary-services-operational-policy.pdf</a> The Voluntary Services Operational Policy section 6.0 details how volunteers should not replace paid roles.</p>			
<p>4a. Information that sets out, for each of the last three years, how many checks have been conducted due to expiration of a Positive Verification Notice of a Temporary work visa.</p>	<p>Once the PVN has been checked the data is overridden within the system with the new visa details therefore it is not possible to state how many have been checked during this period.</p>			

5a. Information that sets out, for each of the last three years, how many employees had an employment contract terminated due to a change in their immigration status?	Based on the data held in ESR we have no reason for Dismissal due to immigration reasons.			
6a. Information regarding any schemes or partnerships that your Trust has with charities or other external organisations that support or promote the employment of foreign nationals, asylum seekers or those who have recently successfully claimed asylum. I am seeking information on the name of the charity or organisation and any partnership agreement or document that sets out the nature of the relationship or scheme.	The Trust is not in partnership with any charities or external organisations.			

I trust this information answers your request. Should you have any further enquiries or queries about this response please do not hesitate to contact me. However, if you are unhappy with the way in which your request has been handled, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Sally Brook Shanahan, Director of Corporate Affairs, King's Mill Hospital, Mansfield Road, Sutton in Ashfield, Nottinghamshire, NG17 4JL or email [sally.brookshanahan@nhs.net](mailto:sally.brookshanahan@nhs.net).

If you are dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether we have complied with our obligations under the Act and can require us to remedy any problems. Generally, the Information Commissioner's Office cannot decide unless you have exhausted the internal review procedure. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/your-data-matters/official-information/>.

Complaints to the Information Commissioner's Office should be sent to FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 1231113, email [casework@ico.org.uk](mailto:casework@ico.org.uk).

If you would like this letter or information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call us on 01623 672232 or email [sfh-tr.foi.requests@nhs.net](mailto:sfh-tr.foi.requests@nhs.net).

Yours faithfully

#### Information Governance Team

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the licence conditions must be met. You must not re-use any previously unreleased information without having the consent from Sherwood Forest Hospitals NHS Foundation Trust. Should you wish to re-use previously unreleased information then you must make your request in writing. All requests for re-use will be responded to within 20 working days of receipt.