



Safeguarding, Child Protection and Safer Recruitment Compliance

Letter of Assurance

Effective: September 2026

To the Headteacher / Governing Body,

I confirm that Richmond House Social Care Services complies fully with the Disclosure and Barring Service (DBS) Code of Practice, statutory safer recruitment requirements, and all UK legislation and statutory guidance in force from September 2026 — including the Keeping Children Safe in Education (KCSIE) 2026 guidance, the Children Act 2004, the Safeguarding and Promoting the Welfare of Children (Amendment) Regulations 2026, and all associated Department for Education statutory requirements.

We adhere to the full statutory suite of pre-appointment vetting checks:

- Right to Work in the UK — verified in line with latest Home Office guidance
- Full Identity Verification — meeting 2026 statutory document standards
- Employment References — minimum of two references covering the last 5 years, including the most recent or current employer. Any employment gaps of 3 months or more are fully verified and explained
- Enhanced DBS Check — including children's barred list information, completed and cleared prior to unsupervised contact



- Separate Barred List Check — conducted before appointment commences
- Qualifications & Professional Registration — verified as required by role
- Prohibition and Exclusion List Checks — against all statutory safeguarding registers

We strictly enforce vetting procedures to ensure every person working, volunteering or providing services on our behalf is fully vetted, cleared and authorised to work with children.



Safeguarding Training & Responsibilities

All staff, contractors and volunteers complete mandatory training before taking up post:

- Statutory Safeguarding Children and Child Protection training aligned to KCSIE 2026
- Annual refresher training — completed within 12 months; records centrally maintained
- Designated Safeguarding Lead (DSL) and Deputy DSLs — hold up-to-date 2026 accredited training, including advanced duties, inter-agency working, and online safety
- All recruitment and selection panel members hold valid Safer Recruitment certification

Policies & Operational Standards

Our Child Protection and Safeguarding Policy (2026 Edition) are published on our website, fully aligned to current statutory guidance. Also maintained and available:

- Whistleblowing Policy (2026)
- Health & Safety Policy
- Staff Code of Conduct
- Online Safety and Digital Safeguarding Policy — aligned to 2026 statutory requirements



All personnel representing the organisation must display valid identification badges at all times when on school premises or undertaking school-related work.

We confirm this assurance is given in full compliance with all legislation and guidance effective September 2026. Our policies and procedures are reviewed and audited regularly to maintain ongoing compliance.

Signed: Mr J Al Karaki

Head of Services | Richmond House Social Care Services

Date: September 2026