



5th September, 2024

Dear Colleagues,

Safeguarding (Child Protection) & recruitment clearances of Harmony Alternative Education Ltd

We confirm that our company undergoes the following recruitment and child safeguarding checks:

Photo ID has been checked	Proof of Address has been checked
Evidence of right to work in the UK has been checked (where applicable)	Criminal overseas checks have been conducted (where applicable)
Evidence of relevant qualifications has been seen	Checks for prohibition from teaching and restrictions from teaching in EEA countries have been undertaken (where appropriate)
DBS checks have been conducted as per below	Disqualification by Association declarations have been signed (where applicable)
All staff are appointed under our company's Safer Recruitment Policy	Barred list checks have been carried out for all staff in regulated activity

Disclosure and Barring Service

Staff have Enhanced DBS clearances which cover the following areas:

- any police records of convictions, cautions, reprimands and warnings
- information from the list held under Section 142 of the Education Act 2002
- Children's Barred List Information – this would show if an applicant is Barred from working with children
- any other relevant information disclosed at the Chief Police Officer(s) discretion. Under this section would be noted "soft information". This could be details of a household member (other than the applicant) who may have a record that would contain information that an employer would need to be aware of. An example of this may be a household member who has drug activity.

Harmony AE Ltd Safeguarding Policies are available for your information:

Details of Harmony's Safeguarding Policy can be found on our website <https://harmonyae.co.uk/>

Yours faithfully,

Sarah Baker
Co-Owner

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