LIMITLESS ALTERNATIVE PROVISION • STATUTORY POLICY

STAFF RECRUITMENT CHECKS & SAFEGUARDING TRAINING POLICY

POLICY VERSION	DATE ADOPTED	REVIEW DATE	PROPRIETOR	DSL
1.0	February 2026	Feb 2027 (Annually)	Dwayne Paul	Harriet Ann Fry

1. POLICY STATEMENT & SAFER RECRUITMENT

Limitless Alternative Provision (LAP) is committed to safeguarding and promoting the welfare of children by ensuring that all staff are suitable to work with children, recruitment procedures are rigorous and compliant, all staff receive appropriate safeguarding training, and ongoing professional development strengthens safeguarding culture.

Complies with: *Keeping Children Safe in Education*, *Working Together to Safeguard Children*, *Education Act 2002*, *Children Act 1989 & 2004*, and the *Ofsted* inspection framework.

Safer Recruitment Process: At least one person on every panel has safer recruitment training; job descriptions/adverts state safeguarding responsibilities; applicants are informed of checks; employment gaps are scrutinised; and references are obtained prior to appointment wherever possible.

2. PRE-EMPLOYMENT CHECKS (2.1 MANDATORY)

No member of staff will begin regulated activity until all required checks are completed and verified:

- Enhanced DBS check & Barred list check (for regulated activity)
- Identity verification & Right to work in the UK
- Two satisfactory references (one from most recent employer)
- Employment history scrutiny & Qualification verification
- Prohibition from teaching check (if applicable)
- Section 128 direction check (for management positions)
- Overseas checks where applicable & Online presence search

Any concerns arising from checks are risk assessed and documented.

3. SINGLE CENTRAL RECORD (SCR)

Maintained in line with KCSIE, recording:

- Identity check date
- DBS certificate number & date obtained
- Barred list, Prohibition & Section 128 checks
- Right to work, References & Qualifications

Reviewed regularly by the Proprietor, audited annually, and available for inspection by Ofsted.

4. AGENCY & THIRD-PARTY STAFF

Agency staff: Obtain written confirmation of completed checks; verify identity upon arrival; confirm DBS details; record checks on the SCR.

Contractors on site: Risk assessed, supervised where appropriate, and provide DBS evidence where necessary.

5. VOLUNTEERS & 6. INDUCTION

Volunteers: Undergo risk assessment, receive DBS checks if in regulated activity, supervised at all times, and receive safeguarding induction.

6. Induction Training: Covers Child Protection, Code of Conduct, Behaviour, Whistleblowing, Low-Level Concerns, DSL role, reporting, online safety, gym safeguarding, and written confirmation of KCSIE Part 1 / Annex A.

7. ONGOING SAFEGUARDING TRAINING

7.1 Whole Staff Training

All staff receive recorded and monitored training in:

- Annual safeguarding training & regular updates throughout the year
- Prevent duty & peer-on-peer abuse awareness
- Online safety & exploitation awareness (CCE, CSE, County Lines)
- Mental health as a safeguarding issue
- De-escalation and behaviour management training

7.2 DSL Training

The DSL undertakes advanced safeguarding training every two years (minimum), receives regular updates, attends LA safeguarding briefings, and maintains knowledge of local procedures.

8. GYM-BASED SAFEGUARDING TRAINING

Due to the gym-based environment, staff receive additional training in:

- Safe supervision of physical activity
- Appropriate physical contact boundaries
- Managing changing areas safely
- Risk assessment for physical equipment
- Managing SEMH needs in high-energy environments
- De-escalation in physically dynamic settings

9. PROFESSIONAL CONDUCT & 10. SUPERVISION

9. Conduct & Low-Level Concerns: Staff are trained on professional boundaries, appropriate conduct with students, social media restrictions, and reporting low-level concerns (which are recorded, reviewed by leadership, addressed proportionately, and monitored for patterns).

10. Supervision & Oversight: Staff receive regular supervision, safeguarding discussions in team meetings, case reviews, and clear lines of escalation. The Proprietor maintains oversight through training compliance checks, SCR audits, safeguarding reports, and policy review.

11. FAILURE TO COMPLETE CHECKS/TRAINING & 12. REVIEW

11. Non-Compliance: No individual will begin regulated activity without completed checks or continue employment without mandatory safeguarding training. Failure to comply may result in suspension, disciplinary action, or termination of contract.

12. Monitoring and Review: Reviewed annually, updated in line with statutory changes, reviewed following serious safeguarding incidents, and audited for Ofsted compliance.

COMMITMENT STATEMENT

Limitless Alternative Provision recognises that safe recruitment and high-quality safeguarding training are fundamental to protecting vulnerable learners. We are committed to ensuring that only suitable adults work with our students, all staff are confident in identifying and responding to safeguarding concerns, and a strong safeguarding culture is embedded throughout our gym-based alternative provision.