

# Elevate-Ed Safeguarding & Compliance Assurance Statement

2025–2026

Elevate-Ed is committed to the highest standards of safeguarding, compliance, and quality assurance in line with statutory guidance and Norfolk Safeguarding Children Partnership expectations.

This statement provides commissioners with assurance that Elevate-Ed's provision is underpinned by a comprehensive suite of policies and procedures, which are reviewed annually (or sooner if statutory guidance changes).

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## 1. Safeguarding

- Designated Safeguarding Lead (DSL): **Aaron Guy**
  - QA Safeguarding Oversight: **Georgia Guy**
  - Safeguarding Policy 2025–2026 aligns with **Keeping Children Safe in Education (2025)** and **Working Together to Safeguard Children (2023)**.
  - Robust systems for reporting, recording, and escalating concerns (including to CADS and commissioners).
  - Provision does not commence until safeguarding due diligence and SLA agreements are completed.
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## 2. Safer Recruitment

- All staff, freelancers, and volunteers in regulated activity undergo:
    - Enhanced DBS with barred list check (renewed every 3 years).
    - Identity and right-to-work checks.
    - References and employment history checks.
    - Annual self-declarations/disclosures.
  - Single Central Record (SCR) maintained and available for commissioner assurance.
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### 3. Health, Safety & First Aid

- Health & Safety Policy 2025–2026 in place.
  - First Aid Policy 2025–2026 ensures a qualified first aider is present at all sessions.
  - Accident/incident reporting and first aid kit checks are logged digitally (Google Forms).
  - Risk Assessment Policy requires pre-placement and dynamic risk assessments for all sessions, activities, and learners.
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### 4. SEND & Inclusion

- SEND Policy aligns with the **SEND Code of Practice (2015)** and **Children & Families Act (2014)**.
  - Equality, Diversity & Inclusion (EDI) principles embedded across all provision.
  - Learner-specific risk assessments and PLDP targets reviewed regularly.
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### 5. Behaviour & Conduct

- Behaviour & Relationships Policy uses trauma-informed, restorative approaches.
  - Anti-Bullying Policy includes prevention of cyberbullying, prejudice-based and discriminatory bullying.
  - Staff Code of Conduct sets clear expectations, including lone working and safe professional boundaries.
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### 6. Data Protection & Privacy

- Data Protection Policy aligns with **UK GDPR** and **Data Protection Act (2018)**.
- Safeguarding records retained until learner's 25th birthday, stored securely on restricted Google Drive.
- Commissioners receive assurance that all data sharing follows lawful bases (Articles 6 & 9 UK GDPR).

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## 7. Whistleblowing & Allegations

- Whistleblowing and Allegations Policy in line with **KCSIE (2025)** and Norfolk's LADO protocol.
- All concerns about adults reported within 1 working day.
- Staff protected from detriment when raising concerns in good faith.

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## 8. Monitoring & Review

- All policies are reviewed annually or sooner if statutory changes occur.
- Commissioners receive updated copies or links via the Elevate-Ed Portal.
- Evidence of training, policy compliance, and records (SCR, safeguarding logs, RA templates) available on request.

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**Signed:**

Aaron Guy - Proprietor / DSL

Georgia Guy - Director/QA

Date: September 2025