



Roots4Learning CIC
41 Valeswood Road
Bromley
BR1 4RD
info@roots4learning.co.uk

September 2026

Roots4Learning CIC - Letter of Assurance

Dear,

This letter is to provide assurance regarding the safeguarding, recruitment, and operational standards in place at **Roots4Learning CIC**, in relation to the part-time alternative provision placement of students from your school. As a part-time provider, we work in close partnership with placing schools to ensure that safeguarding responsibility is clearly understood and shared at all times, in line with Keeping Children Safe in Education (KCSIE) 2026.

At Roots, safeguarding and student welfare underpin everything we do. We operate in full compliance with statutory guidance, including Keeping Children Safe in Education (KCSIE) 2026, and follow robust, regularly audited procedures to ensure the safety, protection, and wellbeing of every young person in our care.

Safer Recruitment

We operate a rigorous safer recruitment process aligned with Part Three of Keeping Children Safe in Education (KCSIE) 2026 and the latest Department for Education requirements. Every prospective staff member undergoes a thorough vetting procedure, including identity checks, qualification verification, employment history scrutiny (with any gaps explored), professional references, and a formal assessment of their suitability to work with children and young people.

Disclosure and Barring Service (DBS)

In line with KCSIE 2026, all staff engaged in regulated activity, including permanent, temporary, and volunteer personnel, must undergo a **full Enhanced DBS check with a Children's Barred List check** before commencing work.

Our **Single Central Record (SCR)** is maintained meticulously and reviewed regularly by the **Designated Safeguarding Lead (DSL)** and the **Trust Board** to ensure full, ongoing compliance with safer recruitment requirements.

Safeguarding Training and Standards

Safeguarding is at the core of our provision. All staff receive regular and ongoing safeguarding training, including updates throughout the year to ensure they remain fully informed of current requirements.

All staff have read Part One of, and understood their responsibilities under, **Keeping Children Safe in Education (KCSIE) 2026**, which came into force on 1 September 2026, and this is reviewed annually as part of our safeguarding induction and refresher training. As a part-time alternative provider, we also maintain clear information-sharing arrangements with each placing school's Designated



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Safeguarding Lead, so that any safeguarding concern is communicated promptly and responsibility for a student's welfare is never left ambiguous.

In addition, our Designated Safeguarding Lead (DSL – Emma Foinette) and Deputy DSL (Liz Key) are trained to an advanced level and oversee all safeguarding practices within the provision. We maintain clear internal reporting pathways, active monitoring of concerns, and robust partnership working with schools, local authorities, and external agencies.

We take these responsibilities extremely seriously and are committed to providing a safe, supportive, and structured environment in which students can thrive academically and emotionally, whether attending full-time or as part of a part-time alternative provision placement.

If you require any further information, clarification, or supporting documentation, please do not hesitate to contact us. We value our partnership with your school and will continue to uphold the highest possible standards in our provision.

Yours sincerely,

Emma Foinette and Liz Key

Emma Foinette and Liz Key
Co-Headteachers
Roots4learning CIC