



Dear Sir/Madam,

**01/01/24**

**Safeguarding and Safer Recruitment: Letter of Assurance**

In accordance with the requirements of the DfE guidance Keeping Children Safe in Education 2023 and the Childcare Disqualification Requirements – Disqualification under the Childcare Act 2006, I can confirm that MindJam Ltd has undertaken all the necessary safeguarding, safer recruitment and vetting and barring checks for all MindJam mentors who provide online one-to-one sessions.

This includes Enhanced DBS Disclosures for eligible roles undertaking Regulated Activity. I can confirm that all MindJam Mentors have received Level 2 Safeguarding including additional topics of female genital mutilation, child sexual exploitation and radicalisation and receive this training on a biennial basis. Mentors also receive Online Safety Training, which is also updated on a biennial basis.

Any updates that are received from the Department of Education around Keeping Children Safe in Education are communicated to MindJam mentors immediately and mentors are updated on safeguarding matters in regular mentor meetings, held bi-weekly.

MindJam has a rigorous Safer Recruitment Policy. MindJam complies with the statutory legislative requirements and guidance that seeks to protect children. In order to meet this responsibility, we follow a rigorous selection process to discourage and screen out unsuitable applicants.

I can also confirm that MindJam Ltd holds Public Liability and Professional Indemnity insurance. Cover of £5,000,000 in both respects is held, and Employer's Liability Cover of £10,000,000.

Your sincerely

A handwritten signature in brown ink, appearing to read 'Dan Clark'.

Dan Clark

Managing Director

MindJam Ltd  
43 Coopers Holt Close, Skellingthorpe, Lincoln, LN6 5SY  
Company number: 13658468  
[hello@mindjam.org.uk](mailto:hello@mindjam.org.uk) [www.mindjam.org.uk](http://www.mindjam.org.uk)  
Tel: 01522 462978