

Group Leader Declaration



Agency/School name: _____

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Broadstairs CT10 2BL

United Kingdom

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Email bookings@broadstairsenglish.com

www.broadstairsenglish.com

Agency/School address: _____

Tel: _____

As an official representative of my company/school, I confirm that:

1. Group Leader Background Checks:

All group leaders accompanying students to any Broadstairs English Centre school have either:

- A recent Certificate of Good Conduct from the police force/interior ministry of their country of residence or an alternative official document proving that they have not committed any crimes against children.

OR

- For UK residents/citizens, a recent Disclosures and Barring Service (DBS) check which shows that they are not barred from working with children or vulnerable adults in the United Kingdom.

2. Safeguarding Agreement:

All group leaders and representatives of my company/school agree to the terms of the Broadstairs English Centre Safeguarding Policy and the Code of Conduct for Working with Under-18s. They will be required to sign a Declaration Regarding Suitability to Work with Children, according to the Children Act 1989, as a condition of their position.

- Group leaders will familiarize themselves with the safeguarding procedures and the Code of Conduct in the Group Leader Handbook and agree to uphold their responsibilities throughout the stay.

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3. Group Leader Suitability:

The group leaders are known to my company/school, and I have no reason to doubt their suitability to work with children or vulnerable adults. They are responsible for maintaining appropriate standards of conduct within the group and ensuring student safety.

4. Communication & Emergency Protocols:

Group leaders will ensure that they have access to all relevant emergency contact numbers provided by BEC and for students in their group. They will also ensure that students know how to contact them at all times.

5. Reporting of Safeguarding Concerns:

Group leaders will report any safeguarding concerns or incidents to the Designated Safeguarding Lead (DSL) at Broadstairs English Centre immediately, following the proper reporting procedures.

6. Data Protection:

Group leaders will handle student data in compliance with data protection regulations, ensuring the secure handling of sensitive information (such as contact details and medical information), which will only be shared with relevant personnel when necessary.

Signed: _____

Job Title: _____

Date: _____

Company/School Stamp: