

School Safeguarding and DBS Schedule

Pocket Money Adventures CIC | Version 1.1

Effective: 2 October 2026 | Review: 2 October 2027 or sooner on relevant change

Policy owner: Nathan Waldron, Director | Signatories: Nathan Waldron and Bernadette Houlton | Approved blank visit schedule; host agreement pending

Adopted by Pocket Money Adventures CIC on 2 October 2026.

Signed electronically: Nathan Waldron, Director and Designated Safeguarding Lead.

Signed electronically: Bernadette Houlton, Director and Deputy Designated Safeguarding Lead.

Typed electronic signatures in the established policy format.

Visit details

School ____ Venue/room ____ Date ____ . Named school DSL/deputy ____ . Host safeguarding contact and immediate method ____ . School supervision lead ____ . Emergency/first-aid route ____ . All fields are completed with the host before use.

Shared duties

School staff remain with pupils throughout and retain attendance, supervision, medical/toilet and collection duties. The venue supplies premises arrangements. PMA controls its people, session, materials, equipment and conduct. Agree public access, changeovers and emergency responsibilities; no party transfers all its duties to another.

Maximum planned session headcount: 50 people in both school and community settings, including every child, accompanying adult, host or school staff member, volunteer, observer and PMA facilitator. Use the lower of 50, the venue safe capacity and the assessed number supported by competent staff. This is a ceiling, not a supervision ratio or insurance confirmation. Reduce numbers, add support or split groups where necessary.

From 1 September 2026 in England and Wales, supervision does not exempt otherwise qualifying teaching, training, instruction, care or supervision of children from regulated activity. Assess the actual duties, frequency across settings and any overnight activity with the registered DBS body. More than three days in any 30-day period is a relevant period condition; two sessions on one day count as one day. Where the role is regulated activity, PMA requires the appropriate Enhanced DBS with Children's Barred List information before that activity begins, even where a teacher is present. A missing required check means the person does not undertake that role. Do not request barred-list information for an ineligible role. Adult regulated activity has a different test and is not created merely by an adult being vulnerable or attending a money session.

Actual evidence

Deliverer ____ . Original ID checked by/date ____ . Enhanced certificate date/workforce/level checked ____ . Required barred-list information verified ____ . Update Service membership/status/consent, only if evidenced ____ .

Missing applicable vetting means no qualifying delivery. Do not state that every facilitator already holds checks not evidenced.

Concerns and information

Report immediately to host/school DSL and PMA lead; do not investigate. Handle low-level concerns and allegations jointly as applicable; refer to LADO/external authorities when required. Anyone may refer directly where protection needs it. Concerns about Nathan use an uninvolved director or external route.

Zero Child Data applies to routine learning, access and evaluation: no child names, accounts, personal finances, individual tracking or school-held match-code keys are collected by PMA. Standard PMA sessions do not involve PMA photographing or filming identifiable children. Necessary safeguarding, accident or legal records are an exception and are minimised, protected and shared lawfully. Pseudonymised codes are not automatically anonymous. Research beyond safe aggregates requires a separately approved protocol, lawful basis, privacy information and ethics arrangements before collection.

Agreement

School/host authorised signature _____ name/role _____ date _____. PMA
visit-agreement signature _____ name/role _____ date _____.
Policy-template approval above is not agreement by the school or completion of these fields.

Issue control: current approved issue dated 2 October 2026. Earlier issues are archived. Policy approval does not complete host agreements, individual acknowledgements or venue checks.