

Appendix 1

Letter of Assurance for Anglian Leisure Customers

I write to confirm that **(Club / group name)** maintains records of the safeguarding checks undertaken for all employees / volunteers visiting Anglian Leisure centres.

To aid you in your Single Central Record requirements, I can confirm that the following named person is an employee / volunteer of **(Club / group name)** and that the appropriate checks have been carried out due to their role involving regular contact with children.

The checks conducted by **(Club / group name)** are as follows:

- Disclosure and Barring Service Check (previously CRB)
- Checks against barring lists
- Certificate of Good Conduct (where applicable)
- Medical clearance (where available / applicable)
- Three verifications of identity (where available / applicable)
- Two satisfactory references (where available / applicable)

We also provide safeguarding training to all members of staff / volunteers which is updated on a regular basis and at least in line with our regulatory body. We understand that Anglian Leisure can offer safeguarding training where required.

For each employee / volunteer working within your centre, we will provide a letter verifying the checks that have been undertaken.

Yours sincerely

Name

Position in the club / group