



☎ 01379 890792

@ info@marvelloushistory.com

🌐 www.marvelloushistory.com

📍 Waveney House, The Street
IP22 1RY, Redgrave

To whom it may concern,

Re: Letter of Assurance

This letter is to confirm that all employees and subcontractors of Marvellous History Limited have Enhanced DBS certificates with Barred List checks. We also ensure that all our visitors engage in regular safeguarding training.

All our visitors carry a Marvellous History ID card confirming their DBS certificate number. Please contact our office directly ahead of your visit date if you require any additional forms completing for your internal safeguarding procedures.

Please also be aware that all our visitors are subcontracted to Marvellous History Limited and so the burden of proof for employment status is on Marvellous History Limited and not on any individual school. All our visitors have the right to work in the UK.

Please note that Marvellous History visitors are one-off visitors to the school, who are not carrying out a regulated activity and do not expect to be left in charge of children unsupervised under any circumstances. According to the Government guidelines on safeguarding in schools, Marvellous History visitors are not required to hold a DBS certificate.

As I am sure you are aware, the DBS certificates contain personal information and therefore must not be disclosed unless legally required. As we are not carrying out a regulated activity and a DBS is not required, our company policy states that no DBS certificate will be shared without the individual in question's explicit permission.

We are always happy to provide the DBS certificate number and issue date, and most of our visitors are on the update service, where their certificate status can be confirmed online. Any visitor not on the update service is required to get a new DBS certificate every 2 years.

Please contact our office if you need any further information.

Yours faithfully

Sam Jollans
Business & Finance Co-ordinator