



Office 1B
Hanham Hall
Rogers Court
Hanham
Bristol BS15 3FR

Compliance Statement Academic Year 2025/26

Switch Rugby Ltd is committed to safeguarding the welfare of children and young people. As part of this commitment, all staff that come into schools are rigorously vetted, via safer recruitment practices; a process which includes the use of enhanced DBS disclosures.

All staff will carry photographic identification which should be presented on arrival at school to confirm their identity. If you have any concerns regarding whether an individual is a genuine Switch Rugby employee or have any concerns regarding child protection, then please do not hesitate to contact Matt Sheppard on matt@switchrugby.com or 01172337513.

All staff are made aware of safeguarding requirements through policy, procedure, and training. The personnel and payroll database includes addresses, dates of birth, start dates and dates of when the relevant checks have been carried out.

Verification of identity, permission to work in the UK, medical checks and the disqualification by association checks are all carried out at interview.

A handwritten signature in black ink, appearing to read "M Sheppard".

Matt Sheppard
Director

Tel: 07793078646
Email: matt@switchrugby.com
Web: www.switchrugby.com

SAFEGUARDING & VETTING CHECKS – STATEMENT OF COMPLIANCE FOR CONTRACTORS

Organisation Name	Switch Rugby Ltd	
Organisation Address	1B Hanham Hall, Rogers Court, Hanham, Bristol, BS15 3FR	
Description of Service or Provision	Coaching & Mentoring	
Organisation Contact for Safeguarding & Vetting checks	Name	Matt Sheppard
	Tel No	07793078646
Location of service/provision		

	Mandatory Requirement	Response (delete as appropriate)
The organisation uses application forms and not CVs	Confirm	Yes
The organisation takes up 2 satisfactory employment references & these are checked against the application form.	Confirm	Yes
Offers of employment are conditional on satisfactory pre-employment checks	Confirm	Yes
All employees are checked to ensure they have the Right to Work (RTW) in the UK.	Confirm	Yes
Verification of identity is confirmed at interview	Appropriate photographic ID is obtained	Yes
The organisation will provide RTW & DBS information in advance of any new contractor staff starting work at the site	Confirm	Yes
All employees have a satisfactory Enhanced DBS check	Confirm	Yes
All employees have a satisfactory Children's Barred List Check (<i>where appropriate – see flowchart and guidance notes herein</i>)	Confirm	Yes
Disqualification under the Childcare Act Only for those engaging directly in provision of childcare/supervision/education in relevant setting - please confirm you have informed your own staff they will be committing an offence if they work in/manage a relevant setting while disqualified to do so. Also, that you have asked your own relevant staff to inform you if they consider they could be disqualified.	Confirm	Yes
IR35 – The organisation has conducted an IR35 assessment to ascertain whether IR35 applies and where it does, the organisation is deducting tax at source from workers. https://www.gov.uk/guidance/ir35-find-out-if-it-applies	Confirm	Yes
The organisation has relevant and adequate Insurance cover for the provision offered e.g.,	Employers Liability Insurance	Yes
	Public Liability Insurance	Yes
	Professional Indemnity Insurance	Yes
	Motor Insurance	Yes



Organisation Name: Switch Rugby Ltd		Description of service or provision ; Coaching & Mentoring Services					
Employee Full Name	RTW in the UK confirmed (Date)	Appropriate Photo ID Provided (Date)	DBS Certificate Number	Date of DBS Certificate	DBS Type Enhanced Y / N	Children's Barred List Check (where appropriate) Y / N	Disqualification Under Childcare Act (Where applicable) <i>You have advised relevant staff of it being an offence to work in relevant setting whilst disqualified to do so. Also, of the requirement for them to inform you if they consider they may be disqualified.</i> Y / N N/A
Matthew John Sheppard	09/05/1974	01/09/2018	001813175579	07/01/2023	Y	Y	Y
Stuart Souch	19/12/2023	19/12/2023	001875119655	16/04/2024	Y	Y	Y
Charlie Hurt	04/03/2024	04/03/2024	001871053445	13/03/2024	Y	Y	Y
Gary Townsend	01/05/2024	01/05/2024	001880094302	23/05/2024	Y	Y	Y
James Murray	26/08/2025	08/07/2025	001938733619	05/09/2025	Y	Y	Y
I verify the above policies, procedures and checks are in place for those employees' providing services to Futura Learning Partnership and its Schools							
Name Matt Sheppard		Role Director		Signature 		Date 01/09/25	