

Dear Sir/Madam,

**Safeguarding and Safer Recruitment: Annual Letter of Assurance for the year September 2017-July 2018**

In accordance with the requirements of the DfE guidance *Keeping Children Safe in Education*, I can confirm that Falmouth Town Council Cultural Service has undertaken all the necessary safeguarding, safer recruitment and vetting and barring checks for all employees and freelance educators who visit any school where they provide tuition/run outreach workshops. This includes Enhanced DBS Disclosures for eligible roles undertaking Regulated Activity.

Falmouth Town Council Cultural Service comprises learning facilitators from Falmouth Art Gallery, Gyllyngdune Gardens, The Library and Dracaena Centre.

I can also confirm that all Falmouth Town Council Cultural Services employees have read and will comply with the 'Code of Conduct'.

Yours sincerely,

H.M. Boex

Henrietta Boex  
Director, Cultural Services  
Falmouth Town Council



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