

To whom it may concern

CIE, like yourselves, are committed to safeguarding and promoting the welfare of children.

In pursuit of this aim we ask you to read our safeguarding policy which can be found on our website <http://cie-oxford.com/us/our-policies> (#6) and also sign this statement that your group leaders have had the appropriate checks to ensure that they are suitable to accompany under 18 students abroad.

Ideally we would like to see a police 'certificate of good behaviour' but in cases where that is not possible I should be very grateful if you would sign the statement below.

I, the undersigned, confirm that the leaders in charge of the group sent to CIE by between..... and..... have had the appropriate checks to ensure that they are suitable to accompany under 18 students abroad.

.....Signature

.....Name (Printed)

.....Position in company

..... Date

Please can each leader also sign that they have read and understood the pre-arrival information (attached).

Name (Printed)

Signature

Date

Name (Printed)

Signature

Date

Many thanks for your collaboration in safeguarding the students,

Luke Murgatroyd

Co-Principal

CIE Oxford

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