



Safeguarding statement

RM is committed to supporting the safeguarding of children, young people and adults at risk. As an organisation that works with education and in establishments in which children, young people and adults at risk are present, we recognise our responsibilities in this area and take them seriously. This includes helping protect these groups from potential neglect, physical, sexual and emotional harm.

Our measures

We seek to keep children, young people, and adults at risk safe by:

- Recruiting and selecting staff safely, ensuring all necessary checks are made in compliance with applicable guidelines, including 'Keeping Children Safe in Education (KCSiE)'.
- Ensuring staff who carry out roles that involve working around children or adults at risk, or access to their data, are subject to appropriate DBS checks (or equivalent criminal records checks for the country). This includes enhanced DBS with child barring, for roles based on school sites, or otherwise involved in 'regulated activity'.
- Ensuring staff receive appropriate safeguarding training on a regular basis.
- Partnering with customers and appropriate authorities to manage any allegations against our people appropriately.
- Ensuring we have effective complaints and whistleblowing measures in place.
- Building a culture where our people treat each other with respect and are comfortable sharing concerns.
- Supplying products and services to our customers that support keeping children and young people protected from online harm.
- Assisting customers in providing the necessary support from RM products and services to access relevant data related to safeguarding incidents, e.g. in cases of online abuse.
- In addition, all staff working in environments where children are present must be familiar with the policies in place at the organisation or establishment where they are working, including expected behaviours and processes for reporting concerns.

Safer Recruitment

To ensure safeguarding we work to bring the right people into role. We do this by:

- Following applicable guidelines and legislative requirements, including those governing right to work, criminal records checks and data, and KCSiE.
- Being clear on our commitment to safeguarding at the point of advertising, and the applicability of criminal records checks to relevant roles.
- For all roles, we ask for employment history, two references, evidence of identity and right to work, and (post offer) a medical fitness questionnaire.
- For relevant roles, we also require satisfactory criminal records checks and adverse media (online search) checks.
- As standard, we issue all staff in high-risk roles with a letter confirming our approach to Safer Recruitment checks and their DBS details to be provided to schools they visit as part of their role.
- Where schools request further details of Safer Recruitment checks, we will provide confirmation of completion of individual checks, including the dates of the checks. Requests for such details should be directed to peopleservices@rm.com.

RM Role Matrix		
High Risk Roles	Typically roles which are school based, have potential for unsupervised contact with students (in person or remote), and/or frequently visit schools (more than 3 days in a 30 day period).	Safer Recruitment interview process applies. All checks must be completed including an Enhanced DBS with child barring list check (or equivalent) and adverse media check. Safeguarding training required. Checks must be completed before the individual starts employment.
Medium Risk Roles	Roles that regularly visit schools but do so less than 3 days a month (so do not meet 'regulated activity' requirements for enhanced DBS), and/or have access to pupil data.	Basic DBS (or equivalent) required. All required checks must be completed before the individual can visit schools or access pupil data.
Low Risk Roles	Roles that do not visit schools regularly.	Checks applying to all roles.

Who is responsible

All people who work for RM are responsible for safeguarding and promoting the welfare of children and adults at risk. Everyone who comes into contact with such groups, or is involved in the delivery of products or services which affect them has a role to play.

Our policies, processes, and handling of any issues or complaints are overseen by our Designed Safeguarding Lead and their deputies within HR.

Raising concerns and further information

If you wish to raise a safeguarding concern, please email safeguarding@rm.com. Alternatively, you can contact our Whistleblowing helpline via +44 800 89 0011, then dial (833) 778-1535.

For further information please email peopleservices@rm.com.