Keeping Supplementary Education and Unregistered Schools Safe for Wandsworth Children
Supplementary Education includes all non-statutory provision for children and young people in a setting outside of mainstream school.

It is not an alternative to mainstream education in your local school but provides extra support in core curriculum subjects (Maths, English, Science, etc.) and/or languages, faith and culture.

Supplementary education is sometimes called complementary education. In different communities it may include provision such as Saturday or Sunday School, mother tongue classes or homework club.

Within faith contexts it may be the madrassah, children’s club or Bible study group.

It may be provided by local faith groups, black or minority ethnic communities or voluntary agencies. It may be delivered in a community or formal setting or in someone’s home. Many supplementary schools offer additional activities such as drama, dancing, singing and sports.

There is much exemplary practice within the supplementary education sector, and many providers are aware of the need to have strong safeguarding and child protection procedures in place.

Staff in supplementary schools are often volunteers and those managing them may also do so on a voluntary basis. Putting in place safeguarding and child protection procedures can seem complex and time consuming.

There is help available and most of it is free of charge.

Your first point of call is your Local Safeguarding Children Board. They provide advice, training, policies and all the local contact information you need to have displayed at your venue, to keep your pupils and parents informed.

Wandsworth Safeguarding Children Board

wscb@wandsworth.gov.uk
(020) 8871 7401
For support in running your supplementary school or group, including how to have an effective management committee, advice on safe recruitment of volunteers, guidance in raising funds and building local partnerships, contact your local Volunteering organisation.

**Volunteering Wandsworth**

0300 365 9950  
enquiry@volunteeringwandsworth.org.uk  
www.volunteeringwandsworth.org.uk  
www.twitter.com/vwandsworth  
Volunteering Wandsworth

The **NSPCC** gives advice and support to children and young people through **Childline**: 0800 1111 (available 24hrs)

Make sure that this information is displayed in your supplementary school.

**Safe Network** offers guidance, templates and resources, as well as providing online training for community organisations working with children.

www.safenetwork.org.uk
Each borough police force has a dedicated child abuse investigation team (CAIT). If you have any concerns about the safety or wellbeing of a child or young person, you should initially contact the duty & referral team at Children’s Social Care.

Children’s Social Care

(020) 8871 6622 (weekdays 9am to 5pm)
(020) 8871 6000 (after 5pm and weekends)
cssduty@wandsworth.gov.uk
In an emergency, always dial 999

For all provision that self-defines as a supplementary school, the National Resource Centre for Supplementary Education (NRCSE) runs a quality assurance scheme, the Quality Framework for Supplementary Schools, that helps organisations develop and promote good practice.

www.supplementaryeducation.org.uk
(020) 7697 4055

For mosque-based supplementary education and madrassahs, Faith Associates have a specific resource to help you implement the best safeguarding practice in your classes.

www.faiithassociates.co.uk
08452 733 903

Your staff and volunteers can access free safeguarding training by registering with Wandsworth Training & Professional Development Online.

www.wandsworthtpd.org.uk
Unregistered Schools: Guidance for Parents

What is an ‘unregistered’ school?

An unregistered school is a school that is independent from Local Authority control and meets the criteria below for registration, but has not done so. The criteria are:

- Teaches a full-time education to five or more children aged between 5-16 years old
- Teaches a full-time education to any number of children where at least one of the children is in care or has special educational needs or an education, health and care plan.

Generally, the DfE consider any institution that is operating during the day, for more than 18 hours per week, to be providing full-time education and thus should be registered as a school.

Unregistered schools are not necessarily out-of-school settings that supplement the education children receive in school (supplementary schools) or part of home education arrangements, where parents access part-time tuition centres.

Tuition centres, or other educational establishments which do not provide full time education to children or young people are not classed as schools and do not need to register with the Department for Education (Dfe). Educational establishments which do not need to register as schools because they are not providing full time education are unregulated.
What are the risks to my child?

Opening and running an unregistered school is a criminal offence. Sending your child to an unregistered school may put your child at risk of harm, deny them a suitable education and limit their life chances.

It is important parents check the credentials of the person/s running any out-of-school provision, including whether staff are suitably qualified and safe to teach or tutor children by holding the necessary DBS (Disclosure & Barring Service) check certificate. It is also important that the place where your child is taught complies with official health and safety regulations.

Who can check whether a school is registered or not?

If you have reason to believe that a school is unregistered you should report it to the Local Authority who may ask Ofsted to investigate further.

Ofsted, the schools’ regulator, has established a team of inspectors to investigate unregistered schools to ensure children are receiving a suitable education and learning in safe environments.

Inspectors will work to establish whether:

- Overnight accommodation is provided for any child on the school site
- Children’s welfare is properly safeguarded and promoted
- Children are receiving a suitable education.
What can you do?

Anyone can check the list of registered schools in England by conducting a search of the Ofsted website here: www.gov.uk/government/organisations/ofsted

If you have concerns, you can contact Ofsted direct on 0300 123 1231 or online here: contact.ofsted.gov.uk/online-complaints

In an emergency, please dial 999 for police, fire or ambulance. Alternatively, you can call the police on the non-emergency number 101.

What we can do?

Local authorities play a key role in keeping children safe in education under safeguarding legislation and health and safety law.

You can contact Wandsworth Children’s Services IPOC (Initial Point of Contact) on 020 8871 6622 (9-5pm Mon-Fri) or 020 8871 6000 (out of hours).
Remember, it is EVERYONE’S responsibility to safeguard and promote the welfare of children and young people

For further advice and information visit our website: www.wscb.org.uk