Policy Approval and Version Index

Pocket Money Adventures CIC | Version 2.0 - updated controlled index

Effective: 2 October 2026 | Review: 2 January 2027; each change or sooner on relevant change

The original suite was adopted on 2 October 2026 with the recorded typed signatures of Nathan Waldron and Bernadette Houlton. Those original signed issues are preserved. Nathan Waldron has approved the revised Safeguarding Policy v1.7 and Safeguarding Handbook v1.5 in this chat and instructed distribution across current locations. This index records that owner approval; it does not assert a new Bernadette signature or Board ratification.

The two safeguarding documents retain their existing effective and scheduled review dates. Their footer identifies the approved revised issue; the distribution register records file hashes. Other entries below retain the status recorded in the previous index. Templates, actual workforce checks, host agreements, inspections and research approvals remain separate.

Document and version	Issue status and review
DBS, DSL and Training Statement | v1.4	Approved policy issue | Review: On new DBS or training evidence; scheduled 2 October 2027
DBS and Safer Recruitment Procedure | v1.4	Approved policy issue | Review: 2 October 2027
Privacy Policy | v1.4	Approved policy issue | Review: 2 October 2027
Cookie and Similar Technologies Policy | v1.1	Approved policy issue | Review: 2 October 2027
Subject Access Request Procedure | v1.1	Approved policy issue | Review: 2 October 2027
Children and Adult Safeguarding Policy | v1.7	Approved revised issue - Nathan Waldron approval recorded | Review: 2 October 2027
Safeguarding Handbook | v1.5	Approved revised issue - Nathan Waldron approval recorded | Review: 2 October 2027
Safer Recruitment Policy | v2.1	Approved policy issue | Review: 2 October 2027
Adult Safeguarding and Trauma Informed Response | v1.1	Approved policy issue | Review: 2 October 2027
Lone Working Policy | v2.1	Approved policy issue | Review: 2 October 2027
Emergency and Lockdown Procedure | v1.1	Approved policy issue | Review: 2 October 2027
Photography Filming and Image Consent Policy | v1.1	Approved policy issue | Review: 2 October 2027
Money Guidance Boundary and Escalation Policy | v1.1	Approved policy issue | Review: 2 October 2027
Information Sharing and Supported Connection Protocol | v1.1	Approved policy issue | Review: 2 October 2027
Confidentiality and Information Sharing Procedure | v1.1	Approved policy issue | Review: 2 October 2027
Participant Privacy and Consent | v1.1	Approved policy issue | Review: 2 October 2027
DPIA Pause Plan Prepare | v1.1	Approved policy issue | Review: 2 October 2027
Equality Diversity and Inclusion Policy | v2.2	Approved policy issue | Review: 2 October 2027
Volunteer Policy | v1.1	Approved policy issue | Review: 2 October 2027
Disciplinary Policy | v1.1	Approved policy issue | Review: 2 October 2027
Grievance Policy | v1.1	Approved policy issue | Review: 2 October 2027
Whistleblowing Policy | v1.2	Approved policy issue | Review: 2 October 2027
Complaints Policy | v2.1	Approved policy issue | Review: 2 October 2027
Financial Governance Note | v1.1	Approved policy issue | Review: 2 October 2027

Document and version	Issue status and review
Finance Controls and Delegated Authority Policy | v1.4	Approved policy issue | Review: 2 October 2027
Anti Bribery and Gifts Policy | v1.1	Approved policy issue | Review: 2 October 2027
Anti-Money Laundering and Counter-Terrorist Financing Policy | v1.1	Approved policy issue | Review: 2 October 2027
Terms and Conditions | v1.1	Approved policy issue | Review: 2 October 2027
Social Media Policy | v1.1	Approved policy issue | Review: 2 October 2027
Accessibility and Inclusion Statement | v1.1	Approved policy issue | Review: 2 October 2027
Record of Processing Activities | v1.1	Approved policy issue | Review: 2 January 2027 and every material change
Data Breach Response Plan | v1.1	Approved policy issue | Review: 2 October 2027
Data Processing Agreement | Template | v1.1	Approved blank template; agreement not executed | Review: 2 October 2027
Parent Information and Research Consent Pack | v2.1	Approved information/template pack; no new research authorised | Review: 2 October 2027
KCSIE 2026 and Inspection Evidence Addendum | v1.1	Approved policy issue | Review: On next guidance change; scheduled 2 October 2027
School Safeguarding and DBS Schedule | v1.1	Approved blank visit schedule; host agreement pending | Review: 2 October 2027
Facilitator Safeguarding Briefing and Acknowledgement | v1.1	Approved briefing template; individual acknowledgement pending | Review: 2 October 2027
School Delivery Evidence Map | v1.1	Approved policy issue | Review: 2 October 2027
Post-Delivery Evidence Record | v1.1	Approved blank post-delivery form | Review: 2 October 2027
Health and Safety Policy | v3.1	Approved issue; actual session checks remain pending | Review: Each use; scheduled 2 October 2027
Risk Assessment Register | v2.0	Approved issue; actual session checks remain pending | Review: Each use; scheduled 2 October 2027
Venue and Session Self-Assessment | v1.0	Approved issue; actual session checks remain pending | Review: Each use; scheduled 2 October 2027
Stoke Library | Session Risk Assessment | v1.0	Approved issue; actual session checks remain pending | Review: Before delivery on 6 October 2026; each

Records and publication

Publish only public policies and blank templates. Keep DBS certificates, personal training/suitability information, implementation records and completed safeguarding records private. Historic submission packs and executed agreements remain historic. The private provider ZIP must not be published. Current copies and current-use ZIPs are listed in the distribution register; archive copies are not for onward issue.

Outstanding operational evidence

Verify role eligibility and required checks, training, suitable first aid, contact/absence cover, insurer scope, safe headcount, supervision, accessible evacuation, data handling and any required project research approvals before the affected activity. Policy approval does not establish completion of these checks. Follow the handbook pre-start checklist and the current host requirements.