

Policy Pack

Public governance and operational policy index · Updated 13 October 2026

Company: Right First Time UK Ltd | **Company number:** 17493370 | **Incorporation accepted:** 3 October 2026

Registered office: 82A James Carter Road, Mildenhall, IP28 7DE, England

This pack is an index of policy subjects, not the complete texts of 42 separate policies. Some subjects may be addressed by combined or renamed published documents. The registered Articles of Association govern constitutional matters.

Core RFTUK Policy Library

01. Safeguarding Policy	16. Records Retention & Deletion Policy
02. Data Protection & Privacy Policy	17. Finance & Spending Policy
03. Confidentiality Policy	18. Expenses & Reimbursement Policy
04. Volunteer Policy	19. Donations, Fundraising & Sponsorship Policy
05. Campaign Leader Policy & Code of Conduct	20. Health & Safety Policy
06. Director / Management Code of Conduct	21. Lone Working / Events Policy
07. Equality, Diversity & Inclusion Policy	22. Anti-Bullying, Harassment & Respect Policy
08. Complaints Policy	23. Serious Misconduct / Suspension / Removal Policy
09. Whistleblowing Policy	24. Volunteer and Campaign Leader Exit / Step-Down Policy
10. Conflict of Interest Policy	25. Governance & Decision-Making Policy
11. Social Media & Communications Policy	26. Website, AI & Digital Tools Policy
12. Media & Public Statements Policy	27. Freedom of Information / Public Research Policy
13. Lobbying Parliament & Public Officials Policy	28. Document Management Policy
14. Campaign Evidence & Research Policy	29. Safeguarding Information Sharing Policy
15. Information Security / Password / Account Access Policy	30. Risk Management Policy

Full text and current documents: [RFTUK Policy Library Hub](#) | [Registered Articles of Association](#)

Parent Contribution Service (PCS)

PCS is a service of Right First Time UK Ltd, not a separate company. The following 12 policy subjects supplement the organisation-wide RFTUK framework.

PCS-01. PCS Service Status, Scope & Legal Position Policy	PCS-07. PCS Parent Communication & Acceptable Use Policy
PCS-02. PCS Terms of Use Policy	PCS-08. PCS Domestic Abuse, Safeguarding & Communication Safety Policy
PCS-03. PCS Privacy, Data Protection & Records Policy	PCS-09. PCS Evidence, Uploads & Record Integrity Policy
PCS-04. PCS Fees, Access, Cancellation & Refunds Policy	PCS-10. PCS Complaints, Corrections & Service Review Policy
PCS-05. PCS Voluntary Contributions & Calculator Policy	PCS-11. PCS Accessibility & Reasonable Adjustments Policy
PCS-06. PCS Payment Records & Direct Payments Policy	PCS-12. PCS Governance, Administration & Conflicts Policy

Status, membership and payments

RFTUK is a private company limited by guarantee, operating on a non-profit/public-benefit basis and without share capital. Statutory company Members and Public Members are different; see the registered Articles for the £1 statutory guarantee and governance provisions.

Initially, roles may be voluntary and unpaid, with genuine authorised expenses reimbursed. Any later paid roles and other payments must be authorised, lawful and consistent with the Articles. PCS access fees paid to RFTUK are separate from voluntary parent-to-parent contributions; PCS does not itself receive, hold or transfer those contributions or exercise statutory enforcement powers.

Find the current documents

[Full RFTUK Policy Library](#) · [PCS policy information](#) · [Registered Articles](#)

Corrections and enquiries: [Contact Us](#) or complaints@rightfirsttimeuk.com.

Document updated 13 October 2026. This directory does not amend the Articles, and listing a topic is not proof of a separate adopted or published policy.