CHILD PROTECTION AND SAFEGUARDING POLICY

Highcliffe Primary School - September 2026

Approved by:
Date approved: September 2026
Effective from: 1 September 2026
Review date: September 2027

1. POLICY STATEMENT

Highcliffe Primary is committed to safeguarding and promoting the welfare of every child and young person.

Safeguarding is everyone's responsibility. We maintain a child-centred approach and recognise that safeguarding is most effective when all staff, governors/proprietors, volunteers, contractors, parents/carers, children and external agencies work together.

We recognise that:

- safeguarding and promoting the welfare of children is everyone's responsibility;
- all children have an equal right to protection from abuse, neglect and exploitation;
- safeguarding concerns can arise in any family, community or setting;
- abuse can occur inside or outside the school, online or offline;
- children may experience multiple forms of harm simultaneously;
- children may not recognise that they are being abused or may be unable to communicate what is happening;
- a child-centred approach requires staff to consider the individual circumstances and lived experience of each child;
- it could happen here;
- early identification and appropriate intervention can prevent concerns escalating;
- information sharing is essential where it is necessary to protect children;
- concerns must always be taken seriously and acted upon promptly.

We will provide a safe environment in which children can learn, develop and seek help when they need it.

This policy should be read alongside the school's other safeguarding policies and procedures.

2. STATUTORY AND LEGAL FRAMEWORK

This policy is based upon and should be implemented consistently with the current statutory and legal framework applicable in England.

In particular, the school will have regard to:

- Department for Education (DfE), **Keeping Children Safe in Education 2026 (KCSIE 2026)**;
- KCSIE 2026 Part One – Safeguarding information for all staff;
- KCSIE 2026 Part Two – The management of safeguarding;
- KCSIE 2026 Part Three – Safer recruitment;
- KCSIE 2026 Part Four – Safeguarding concerns or allegations made about staff;
- KCSIE 2026 Part Five – Child-on-child sexual violence and sexual harassment;
- KCSIE 2026 Annex B – Further information;
- KCSIE 2026 Annex C – The role of the DSL;
- Working Together to Safeguard Children;
- The Children Act 1989 and 2004;
- Education Act 2002;
- Education and Skills Act 2008;
- Children and Social Work Act 2017;
- Safeguarding Vulnerable Groups Act 2006;
- Equality Act 2010;
- Human Rights Act 1998;
- Data Protection Act 2018;
- UK GDPR;
- Sexual Offences Act 2003;
- Domestic Abuse Act 2021;
- Prevent Duty guidance;

- Counter-Terrorism and Security Act 2015;
- Female Genital Mutilation Act 2003;
- Serious Crime Act 2015;
- Modern Slavery Act 2015;
- Children and Families Act 2014;
- Education (Independent School Standards) Regulations 2014, where applicable;
- relevant statutory guidance and local safeguarding partnership procedures.

The school will comply with any additional legislation, statutory guidance or local safeguarding procedures that become applicable.

3. SCOPE

This policy applies to:

- all pupils and students;
- all staff, including teachers, teaching assistants, support staff and supply staff;
- governors, trustees and proprietors;
- volunteers;
- contractors and agency staff;
- visitors;
- trainees and apprentices;
- work experience providers and placement staff;
- peripatetic and visiting professionals;
- any person working on behalf of or within the school.

The policy applies to safeguarding concerns:

- on school premises;
- during school hours;
- during educational visits and residential trips;
- during extracurricular activities;
- on transport arranged by the school;
- online;

- outside school;
- during holidays;
- within families and communities;
- where a concern relates to another child or an adult.

The school's safeguarding responsibilities do not end when a child leaves the school site.

4. DEFINITIONS

For the purposes of this policy, safeguarding and promoting the welfare of children includes:

- protecting children from maltreatment;
- preventing impairment of children's mental and physical health or development;
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care;
- taking action to enable all children to have the best outcomes.

A child means anyone under the age of 18.

Safeguarding includes both child protection and wider safeguarding concerns.

5. OUR SAFEGUARDING PRINCIPLES

The school will:

1. Put the child at the centre of safeguarding decisions.
2. Act on concerns promptly.
3. Listen to children and take their views seriously.
4. Never assume that because another professional is involved, someone else will act.
5. Maintain appropriate professional curiosity.
6. Recognise that children may communicate distress through behaviour.
7. Consider the child's age, development, disability, communication needs and individual circumstances.
8. Consider the possibility of hidden or multiple forms of abuse.

9. Work with parents/carers wherever appropriate and safe to do so.
10. Share information where necessary to protect a child.
11. Maintain accurate, confidential and contemporaneous safeguarding records.
12. Work effectively with children's social care, police, health services and other safeguarding partners.
13. Challenge poor safeguarding practice.
14. Maintain safer recruitment and robust allegations procedures.
15. Provide appropriate safeguarding training and supervision.
16. Promote a culture in which everyone understands that safeguarding is their responsibility.

6. DESIGNATED SAFEGUARDING LEAD

The school's Designated Safeguarding Lead is:

Name: Nicky King
Job title: Head teacher
Contact: 01287 632293

Deputy Designated Safeguarding Lead(s):

Name: Louise Appleby
Job title: Assistant head

Name: Emily Schofield
Job title: SENDCo

The DSL and deputies are appropriately trained and have sufficient authority, time and resources to carry out their responsibilities.

The DSL will act as the main source of safeguarding advice and expertise within the school.

The DSL will:

- manage safeguarding concerns;
- make or support referrals to children's social care;
- liaise with external agencies;
- maintain safeguarding records;
- ensure appropriate information sharing;
- monitor children subject to child protection plans;

- monitor children receiving targeted or statutory support;
- contribute to early help and Family Help arrangements;
- support staff in identifying safeguarding concerns;
- coordinate safeguarding training;
- ensure staff understand safeguarding procedures;
- ensure the child protection policy is reviewed;
- provide safeguarding reports to governors/trustees;
- maintain appropriate safeguarding data;
- ensure that safeguarding arrangements are reflected in practice.

7. OUT-OF-HOURS SAFEGUARDING

When the DSL or deputy is unavailable, staff must follow the school's safeguarding procedures and contact the appropriate local authority children's social care service.

Local authority children's social care:
June Craven
01642 837742

Emergency duty team:
Redcar and Cleveland EDT
01642 524552

Police: 999 in an emergency / 101 for non-emergency matters.

Staff must not delay action because the DSL is unavailable.

If a child is in immediate danger, staff must contact the emergency services.

8. CHILDREN WHO MAY REQUIRE ADDITIONAL SAFEGUARDING SUPPORT

The school recognises that some children may be particularly vulnerable to safeguarding concerns.

Additional vulnerability may arise from:

- disability or additional needs;
- mental health difficulties;
- poor attendance or persistent absence;
- exclusion or risk of exclusion;

- homelessness or housing instability;
- poverty or financial hardship;
- domestic abuse;
- parental substance misuse;
- parental mental health difficulties;
- family breakdown;
- being a young carer;
- being looked after or previously looked after;
- care experience;
- having a social worker;
- being subject to a child protection plan;
- being privately fostered;
- being a refugee or asylum seeker;
- immigration or trafficking concerns;
- exploitation;
- criminal exploitation;
- sexual exploitation;
- county lines;
- radicalisation;
- online harms;
- bullying or cyberbullying;
- child-on-child abuse;
- sexual violence or harassment;
- harmful sexual behaviour;
- self-generated intimate images;
- gender-related safeguarding concerns;
- involvement with gangs;
- missing education;
- missing from home or care;

- unsafe relationships;
- familial abuse;
- forced marriage;
- female genital mutilation;
- honour-based abuse;
- modern slavery or trafficking.

The presence of one vulnerability does not mean abuse is occurring. However, staff must maintain appropriate professional curiosity and respond to indicators of harm.

9. TYPES OF ABUSE AND NEGLECT

All staff must understand the different forms of abuse and neglect.

These include:

9.1 Physical abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning, scalding, drowning, suffocating or otherwise causing physical harm.

It may also include fabricated or induced illness.

9.2 Emotional or psychological abuse

Emotional abuse may involve:

- persistent emotional maltreatment;
- conveying that a child is worthless or unloved;
- inappropriate expectations;
- making a child feel frightened or in danger;
- exploitation or corruption;
- serious bullying;
- cyberbullying;
- witnessing domestic abuse.

9.3 Sexual abuse

Sexual abuse includes forcing or enticing a child to take part in sexual activities.

It may occur:

- with physical contact;

- without physical contact;
- online;
- through sexual exploitation;
- through the production or sharing of sexual images;
- through sexual harassment;
- through grooming.

9.4 Neglect

Neglect may involve failure to meet a child's basic physical or psychological needs.

Indicators may include:

- inadequate food or clothing;
- lack of supervision;
- unsuitable living conditions;
- failure to obtain appropriate medical care;
- educational neglect;
- emotional neglect.

10. SPECIFIC SAFEGUARDING RISKS

The school recognises the following safeguarding risks and maintains procedures for identifying and responding to them.

These include:

- domestic abuse;
- child sexual abuse;
- child criminal exploitation;
- child sexual exploitation;
- county lines;
- serious violence;
- gang involvement;
- trafficking;
- modern slavery;
- radicalisation and extremism;

- online safety;
- cyberbullying;
- harmful sexual behaviour;
- sexual violence;
- sexual harassment;
- child-on-child abuse;
- self-generated intimate images;
- AI-generated sexual images/deepfakes;
- bullying;
- prejudice-based abuse;
- racism;
- misogyny;
- violence against women and girls;
- female genital mutilation;
- forced marriage;
- honour-based abuse;
- mental health-related safeguarding concerns;
- missing children;
- attendance-related safeguarding concerns;
- children absent from education;
- private fostering;
- children with family members in prison;
- children at risk due to parental substance misuse;
- children at risk due to parental mental health;
- exploitation through online platforms;
- radicalisation through online communities;
- inappropriate adult-child contact;
- unsafe adults in positions of trust.

11. EARLY HELP AND FAMILY HELP

The school recognises that early identification and intervention can prevent concerns from escalating.

Where a child and family would benefit from additional support, the school will consider appropriate early help and Family Help arrangements.

Staff should identify children who may benefit from:

- additional pastoral support;
- attendance support;
- behaviour support;
- family support;
- early help;
- targeted services;
- specialist services;
- children's social care intervention.

Early help is not a substitute for child protection.

Where there is reasonable cause to suspect that a child is suffering or likely to suffer significant harm, the school will make an appropriate safeguarding referral without delay.

12. MAKING A SAFEGUARDING REFERRAL

Any member of staff who has a concern about a child's welfare must report it immediately to the DSL or deputy.

The DSL will consider:

- the nature and seriousness of the concern;
- the child's wishes and feelings;
- the child's immediate safety;
- previous concerns;
- patterns or cumulative harm;
- information from other professionals;
- information from the child and family;
- whether early help is appropriate;

- whether children's social care should be contacted;
- whether police involvement is required;
- whether emergency action is required.

Where appropriate, the DSL will make a referral to children's social care.

A referral must not be delayed because the school is waiting for additional information.

13. STAFF RESPONSE TO A CHILD DISCLOSURE

If a child discloses abuse or a safeguarding concern, staff should:

- listen carefully;
- remain calm;
- allow the child to speak;
- reassure the child that they have done the right thing by speaking;
- explain that the information must be shared with people who can help;
- avoid promising confidentiality;
- avoid leading questions;
- avoid investigating;
- avoid expressing disbelief;
- record the child's words as accurately as possible;
- report the concern immediately to the DSL/deputy.

Staff should not:

- interrogate the child;
- ask unnecessary questions;
- attempt to establish whether an allegation is true;
- confront an alleged perpetrator;
- investigate independently;
- promise secrecy.

14. RECORDING SAFEGUARDING CONCERNS

All safeguarding concerns must be recorded accurately and promptly.

Records should include:

- date and time;
- child's name;
- factual description of the concern;
- child's words where relevant;
- observations;
- action taken;
- advice received;
- decisions made;
- rationale for decisions;
- referrals;
- outcomes;
- follow-up action.

Records must distinguish between:

- fact;
- observation;
- information reported by another person;
- professional opinion;
- allegation.

Safeguarding records must be stored securely and accessed only by authorised personnel.

15. INFORMATION SHARING AND CONFIDENTIALITY

The school recognises that data protection legislation is not a barrier to appropriate safeguarding information sharing.

Information will be shared lawfully, proportionately and where necessary to safeguard children.

Staff must understand that:

- safeguarding information may need to be shared without consent where there is a lawful basis;
- the safety and welfare of the child is paramount;

- unnecessary sharing must be avoided;
- records must be accurate;
- information must be shared securely;
- professional judgement is required.

Where appropriate, the school will explain to parents/carers how their information is being used, unless doing so would place a child at increased risk.

16. ATTENDANCE AND CHILDREN ABSENT FROM EDUCATION

Attendance can be an important safeguarding indicator.

The school will monitor:

- persistent absence;
- unexplained absence;
- repeated patterns of absence;
- children missing from education;
- children missing from home or care;
- unexplained changes in attendance;
- failure to return after holidays;
- children removed from school rolls.

Unexplained absence will be followed up promptly.

Where absence raises safeguarding concerns, the DSL will consider whether a referral to children's social care or another agency is required.

17. CHILD-ON-CHILD ABUSE

The school recognises that children can abuse other children.

Child-on-child abuse may include:

- bullying;
- cyberbullying;
- physical abuse;
- sexual violence;
- sexual harassment;

- harmful sexual behaviour;
- sharing sexual images;
- self-generated intimate images;
- AI-generated sexual imagery/deepfakes;
- coercion;
- intimidation;
- threats;
- abuse within intimate relationships;
- discriminatory abuse;
- misogyny;
- initiation or hazing;
- exploitation.

The school will never dismiss child-on-child abuse as:

- "banter";
- "just a joke";
- "part of growing up";
- "boys being boys";
- "girls being girls".

Every allegation will be considered on its individual circumstances.

The school will consider the needs of:

- the child who has experienced harm;
- the child alleged to have caused harm;
- other children affected by the incident.

Appropriate support, risk assessment, education, disciplinary action and external referrals will be considered.

18. SEXUAL VIOLENCE AND SEXUAL HARASSMENT

Sexual violence and sexual harassment are unacceptable.

The school will:

- take reports seriously;

- provide a safe reporting mechanism;
- assess risk;
- consider safeguarding referrals;
- involve parents/carers where appropriate;
- liaise with police where appropriate;
- provide support to affected children;
- consider the needs of the alleged perpetrator;
- provide education and preventative work;
- maintain appropriate records.

19. SELF-GENERATED INTIMATE IMAGES AND AI

The school recognises the safeguarding risks associated with children creating, receiving, possessing or distributing intimate images or videos.

This includes images or videos generated or altered using artificial intelligence, including deepfakes.

Staff must not:

- request that a child sends an intimate image;
- forward or copy such material unnecessarily;
- investigate the device themselves unless directed through appropriate safeguarding procedures;
- circulate the image.

Any concern must be reported immediately to the DSL.

The DSL will follow current safeguarding, police and child protection procedures.

20. ONLINE SAFETY

The school recognises that safeguarding risks can occur online as well as offline.

Online safeguarding includes:

- social media;
- messaging platforms;
- gaming;
- livestreaming;

- image sharing;
- online grooming;
- exploitation;
- pornography;
- sexual harassment;
- cyberbullying;
- radicalisation;
- extremist content;
- scams and coercion;
- harmful communities;
- AI-generated content;
- self-generated intimate images.

The school will provide appropriate online safety education and maintain effective filtering and monitoring arrangements.

The school will regularly review its filtering and monitoring systems and ensure that safeguarding concerns identified through those systems are appropriately investigated and acted upon.

21. RADICALISATION AND EXTREMISM

The school recognises its responsibilities under the Prevent Duty.

Staff will be alert to concerns relating to:

- radicalisation;
- extremist ideology;
- online radicalisation;
- manipulation;
- exploitation;
- extremist recruitment.

Concerns will be reported to the DSL.

Where appropriate, the school will follow local Prevent procedures and make referrals to relevant agencies.

The school will promote resilience, critical thinking, respectful dialogue and understanding of democratic values.

22. DOMESTIC ABUSE

The school recognises that domestic abuse can have a significant impact on children.

Children may experience domestic abuse directly or indirectly.

Staff will consider:

- physical harm;
- emotional harm;
- fear;
- coercive control;
- financial abuse;
- exposure to violence;
- online abuse;
- stalking;
- controlling behaviour.

Where domestic abuse is suspected, the concern must be reported to the DSL.

The school will consider appropriate referrals and support.

23. FEMALE GENITAL MUTILATION

The school recognises female genital mutilation as a serious safeguarding concern.

Staff must follow the statutory requirements applicable to reporting concerns relating to FGM.

Any concern must be reported immediately to the DSL.

Where the mandatory reporting duty applies to a regulated professional, the individual must comply with the relevant statutory requirements.

The DSL will ensure that appropriate children's social care and/or police referrals are made.

24. FORCED MARRIAGE AND HONOUR-BASED ABUSE

The school recognises forced marriage and so-called honour-based abuse as safeguarding concerns.

Staff should be alert to:

- threats;
- family pressure;
- sudden withdrawal;
- restrictions on movement;
- travel plans;
- engagement or marriage discussions;
- unexplained absence;
- fear of family members;
- concerns about returning overseas;
- violence or threats.

The school will not mediate between a child and family members where doing so may increase risk.

Concerns will be referred through appropriate safeguarding procedures.

25. CHILD CRIMINAL EXPLOITATION AND COUNTY LINES

The school recognises that children can be victims of criminal exploitation.

Indicators may include:

- unexplained money;
- new possessions;
- unexplained injuries;
- changes in behaviour;
- association with older individuals;
- unexplained travel;
- missing episodes;
- multiple phones;
- secrecy;
- drug-related concerns;

- threats;
- debt;
- withdrawal from education.

The school will report concerns to the DSL and consider appropriate multi-agency intervention.

26. CHILD SEXUAL EXPLOITATION

Child sexual exploitation can occur online and/or offline.

Staff should consider:

- grooming;
- inappropriate relationships;
- gifts or money;
- unexplained travel;
- sexualised behaviour;
- coercion;
- older associates;
- missing episodes;
- online contacts.

Concerns must be reported to the DSL.

27. MENTAL HEALTH

The school recognises that mental health difficulties may sometimes indicate or contribute to safeguarding concerns.

Staff must not assume that a mental health difficulty is the only explanation for changes in behaviour.

Where there are safeguarding concerns, these must be reported to the DSL.

The school will provide appropriate pastoral and wellbeing support and make external referrals where required.

28. CHILDREN WITH SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

Children with SEND may face additional safeguarding barriers.

The school will:

- ensure safeguarding information is communicated accessibly;
- consider communication needs;
- avoid assumptions that behaviour is solely related to disability;
- provide appropriate supervision and support;
- consider additional vulnerability to abuse;
- work with families and specialist services.

29. CHILDREN IN OUR CARE (CIOC) AND PREVIOUS CHILDREN IN OUR CARE

The school recognises the increased safeguarding vulnerability of children who are looked after or previously looked after.

The school will maintain appropriate liaison with:

- the local authority;
- social workers;
- virtual school;
- designated teacher;
- carers;
- other professionals.

30. PRIVATE FOSTERING

Staff must notify the DSL if they become aware that a child may be privately fostered. The DSL will follow local authority procedures.

31. CHILDREN WITH A SOCIAL WORKER

Where the school becomes aware that a child has a social worker, this information will be appropriately shared with relevant staff on a need-to-know basis.

The school will work with the social worker and other agencies to promote the child's welfare and educational outcomes.

32. SAFER RECRUITMENT

The school is committed to safer recruitment.

Recruitment procedures will include, where applicable:

- appropriate application forms;
- scrutiny of employment history;
- references;
- verification of identity;
- right to work checks;
- appropriate DBS checks;
- barred list checks where required;
- prohibition checks where required;
- overseas checks where applicable;
- checks relating to professional qualifications;
- consideration of gaps in employment;
- safeguarding-focused interview questions;
- appropriate pre-employment checks.

The school will comply with the relevant KCSIE 2026 requirements concerning regulated activity and DBS checks.

33. VOLUNTEERS

Volunteers will be risk assessed and subject to appropriate safeguarding checks.

The school will determine which checks are required based upon the nature of the role, frequency of contact and whether the activity constitutes regulated activity.

Volunteers will receive appropriate safeguarding information and supervision.

34. CONTRACTORS AND AGENCY STAFF

The school will ensure that contractors and agency staff are subject to appropriate safeguarding checks.

Where another organisation undertakes checks, the school will obtain appropriate confirmation.

Contractors working regularly with children will receive relevant safeguarding information.

35. SINGLE CENTRAL RECORD

The school will maintain a Single Central Record in accordance with statutory requirements.

The record will include appropriate evidence/checks relating to:

- identity;
- right to work;
- DBS;
- barred list;
- prohibition checks;
- qualifications;
- overseas checks;
- other required safer recruitment checks.

The school will ensure that records are accurate and regularly audited.

36. ALLEGATIONS AGAINST STAFF

Any allegation that a member of staff, volunteer, contractor or other adult working with children has:

- behaved in a way that has harmed a child;
- possibly harmed a child;
- committed a criminal offence against or related to a child;
- behaved towards a child in a way that indicates they may pose a risk of harm;

must be reported immediately.

The school's procedures will follow KCSIE 2026 and local authority safeguarding arrangements.

The matter must be referred to the appropriate Local Authority Designated Officer (LADO) where the criteria are met.

LADO: 01642 130700 RedcarLADO@redcar-cleveland.gov.uk

The school will not conduct an inappropriate internal investigation before obtaining appropriate safeguarding advice.

37. LOW-LEVEL CONCERNS

The school maintains a culture in which concerns about adult behaviour are reported.

A low-level concern may relate to behaviour that is:

- inconsistent with the staff code of conduct;
- potentially inappropriate;
- concerning but does not meet the threshold for an allegation.

Examples may include:

- inappropriate language;
- over-familiarity;
- inappropriate communication;
- unnecessary physical contact;
- boundary concerns;
- favouritism;
- private communication with pupils;
- failure to maintain professional boundaries.

All concerns must be reported in accordance with the school's low-level concerns procedure.

Low-level concerns will be recorded, reviewed and monitored for patterns.

A concern initially considered low-level may be escalated if new information emerges.

38. WHISTLEBLOWING

The school encourages staff to raise safeguarding concerns.

Staff may report concerns about:

- individual behaviour;
- safeguarding practice;
- failures to follow policy;
- poor record keeping;
- failures to refer;
- organisational culture;

- management of safeguarding.

Staff should normally raise concerns with the DSL, Headteacher/Principal or Chair of Governors/Trustee as appropriate.

If staff cannot raise concerns internally, they may use appropriate external safeguarding or whistleblowing arrangements.

39. STAFF CODE OF CONDUCT

All staff must maintain professional boundaries.

The school will maintain a separate staff code of conduct covering matters including:

- professional relationships;
- communication with pupils;
- social media;
- electronic communication;
- personal devices;
- photography;
- confidentiality;
- professional boundaries.

40. STAFF TRAINING

All staff will receive safeguarding induction and appropriate ongoing training.

Training will cover:

- child protection;
- recognising abuse and neglect;
- reporting procedures;
- DSL arrangements;
- online safety;
- child-on-child abuse;
- sexual violence and harassment;
- exploitation;

- radicalisation;
- domestic abuse;
- FGM;
- forced marriage;
- information sharing;
- whistleblowing;
- staff allegations;
- low-level concerns;
- children requiring additional support;
- local safeguarding arrangements.

Training will be updated as necessary and at least in accordance with statutory expectations. The DSL AND DDSLs will receive appropriate additional training and regular updates.

41. GOVERNING BODY RESPONSIBILITIES

The governing body/trustees/proprietor will ensure that:

- safeguarding is a strategic priority;
- this policy is reviewed annually;
- the school complies with KCSIE;
- the DSL has sufficient authority and resources;
- safer recruitment procedures are implemented;
- staff receive appropriate training;
- safeguarding arrangements are monitored;
- concerns about the Headteacher are appropriately managed;
- safeguarding records and systems are audited;
- governors/trustees receive appropriate safeguarding training;
- the school works effectively with safeguarding partners.

The governing body will appoint a safeguarding link governor/trustee where appropriate.

42. HEADTEACHER / PRINCIPAL RESPONSIBILITIES

The Headteacher/Principal is responsible for ensuring that:

- the school's safeguarding culture is effective;
- the DSL is supported;
- concerns are acted upon;
- staff follow procedures;
- allegations are managed appropriately;
- referrals are made when required;
- safeguarding training takes place;
- recruitment procedures are followed;
- safeguarding policies remain effective.

43. PUPIL VOICE

The school will provide children with safe and accessible ways to report concerns.

Children will be taught:

- how to recognise unsafe behaviour;
- how to seek help;
- who they can speak to;
- how to report online concerns;
- how to respond to peer abuse;
- about healthy relationships;
- about consent and boundaries;
- about respectful behaviour;
- about online safety.

Children's views will be considered in safeguarding decisions wherever appropriate.

44. PARENTS AND CARERS

The school will work openly and constructively with parents/carers wherever it is safe and appropriate to do so.

Parents/carers will be provided with information about:

- safeguarding arrangements;
- the DSL;
- reporting concerns;
- online safety;
- attendance;
- child protection procedures.

The school may withhold information from parents/carers where sharing information would increase risk to the child or compromise a safeguarding investigation.

45. CURRICULUM AND SAFEGUARDING EDUCATION

Safeguarding is promoted through the curriculum and wider school life.

The school will provide age-appropriate education relating to:

- relationships;
- respectful behaviour;
- consent;
- boundaries;
- online safety;
- healthy relationships;
- bullying;
- sexual harassment;
- exploitation;
- abuse;
- radicalisation;
- personal safety;
- emotional wellbeing.

46. FILTERING AND MONITORING

The school will maintain appropriate filtering and monitoring systems.

The school will:

- identify a responsible senior member of staff;
- maintain effective filtering;
- monitor online activity appropriately;
- respond to alerts;
- review systems regularly;
- record and investigate safeguarding concerns;
- ensure staff understand reporting arrangements;
- consider the specific needs of vulnerable pupils.

Filtering and monitoring will not replace appropriate supervision, education or professional judgement.

47. EDUCATIONAL VISITS AND OFF-SITE ACTIVITIES

Safeguarding arrangements apply to all educational visits and off-site activities.

Risk assessments will consider:

- supervision;
- staffing;
- accommodation;
- transport;
- medical needs;
- individual safeguarding vulnerabilities;
- online communication;
- emergency procedures;
- appropriate ratios;
- external providers.

48. SAFEGUARDING DURING REMOTE LEARNING

Where remote learning is used, safeguarding arrangements remain in place.

Staff must follow the school's expectations regarding:

- online communication;
- professional boundaries;
- recording lessons where applicable;
- use of approved platforms;
- communication with parents/carers;
- reporting concerns.

49. CONFIDENTIALITY

Safeguarding information is confidential and must only be shared appropriately.

Staff must not:

- discuss safeguarding cases casually;
- share records unnecessarily;
- communicate confidential information through unsecured channels;
- post safeguarding information online;
- disclose information to pupils or families without appropriate authority.

50. SAFEGUARDING RECORDS

Safeguarding records will be:

- accurate;
- factual;
- contemporaneous;
- securely stored;
- appropriately indexed;
- accessible to authorised safeguarding personnel;
- transferred appropriately when a child moves school.

Where a child transfers, relevant safeguarding information will be shared securely with the receiving school in accordance with statutory requirements.

51. SAFEGUARDING AND TRANSFER OF PUPILS

When a child moves to another school or educational setting, the school will:

- transfer safeguarding records securely;
- provide relevant information promptly;
- ensure the receiving school understands any ongoing safeguarding concerns;
- record the transfer;
- retain appropriate records in accordance with legal and organisational requirements.

52. SAFEGUARDING AUDIT AND QUALITY ASSURANCE

The school will regularly evaluate safeguarding effectiveness.

This will include:

- policy review;
- staff training audits;
- DSL supervision;
- safeguarding record audits;
- attendance monitoring;
- recruitment audits;
- Single Central Record audits;
- filtering and monitoring reviews;
- low-level concern reviews;
- allegations reviews;
- governor/trustee monitoring;
- pupil voice;
- external safeguarding audits where appropriate.

53. PROFESSIONAL CHALLENGE

Staff are expected to challenge decisions where they believe a child may remain at risk.

Professional disagreement should be managed respectfully but robustly.

Where necessary, the school will use local safeguarding partnership escalation procedures.

No staff member should remain silent because they believe someone else has responsibility.

54. SAFEGUARDING AND EQUALITY

The school will safeguard all children without discrimination.

Safeguarding decisions will take account of:

- age;
- sex;
- disability;
- race;
- religion or belief;
- sexual orientation;
- gender-related concerns;
- SEND;
- communication needs;
- cultural and family circumstances.

The school will comply with the Equality Act 2010.

55. CHILDREN QUESTIONING THEIR GENDER

The school will approach safeguarding matters involving children questioning their gender in accordance with current statutory guidance and applicable law.

Any decision will be child-centred and will consider:

- the child's safety;
- wellbeing;
- dignity;
- privacy;
- individual circumstances;

- parental involvement where appropriate;
- safeguarding risks;
- relevant legal requirements.

The school will not make assumptions about a child based solely on their gender identity or questioning.

56. MISOGYNY AND VIOLENCE AGAINST WOMEN AND GIRLS

The school recognises the safeguarding risks associated with misogyny, sexist behaviour and violence against women and girls.

The school will:

- challenge misogynistic language and behaviour;
- address sexual harassment;
- promote respectful relationships;
- identify harmful attitudes;
- provide age-appropriate education;
- consider whether behaviour indicates wider safeguarding concerns.

57. MOBILE PHONES AND PERSONAL DEVICES

The school will maintain clear rules regarding mobile phones and personal devices.

These rules will support:

- safeguarding;
- privacy;
- online safety;
- prevention of inappropriate recording;
- prevention of image sharing;
- protection from cyberbullying;
- prevention of sexual image distribution.

Any safeguarding concern involving a device must be referred to the DSL.

58. PHOTOGRAPHY, IMAGES AND RECORDINGS

The school will maintain procedures controlling:

- photography;
- video recording;
- pupil images;
- staff use of devices;
- social media;
- publication of images;
- storage of images.

Particular care will be taken where images may contain safeguarding-sensitive material.

59. CHILDREN IN NEED OF PROTECTION

Where there is reasonable cause to suspect significant harm, the school will act immediately.

The school will:

- report the concern to children's social care;
- cooperate with statutory agencies;
- provide relevant information;
- participate in strategy discussions;
- attend child protection conferences where appropriate;
- implement agreed actions;
- monitor the child;
- maintain appropriate records.

60. CHILD PROTECTION CONFERENCES AND PLANS

The school will contribute appropriately to:

- strategy discussions;
- child protection conferences;

- core groups;
- child protection plans;
- reviews;
- multi-agency meetings.

The school will identify a member of staff to attend relevant meetings and ensure appropriate information is shared.

61. PRIVATE INFORMATION AND RECORDS

Safeguarding records will be retained and destroyed in accordance with:

- data protection legislation;
- the school's retention schedule;
- local safeguarding requirements;
- legal requirements;
- relevant DfE guidance.

62. COMPLAINTS ABOUT SAFEGUARDING

Complaints relating to safeguarding will be dealt with promptly and in accordance with the school's complaints procedure.

Where a complaint raises a safeguarding allegation, the safeguarding procedure will take priority over the ordinary complaints process where appropriate.

63. POLICY REVIEW

This policy will be reviewed at least annually and sooner where:

- legislation changes;
- KCSIE is amended;
- local safeguarding arrangements change;
- serious safeguarding incidents occur;
- safeguarding audits identify improvements;
- inspection findings require changes.

The next scheduled review is: **September 2027**

64. KEY SAFEGUARDING CONTACTS

Designated Safeguarding Lead:
[NAME / CONTACT]

Deputy DSL:
[NAME / CONTACT]

Headteacher/Principal:
[NAME / CONTACT]

Chair of Governors/Trustees:
[NAME / CONTACT]

Local Authority Children's Social Care:
[NUMBER / WEBSITE]

Emergency Duty Team:
[NUMBER]

Local Authority Designated Officer (LADO):
[NAME / CONTACT]

Police:
999 emergency / 101 non-emergency

Prevent:
[LOCAL CONTACT/REFERRAL ROUTE]

Local Safeguarding Partnership:
[NAME / CONTACT]

School safeguarding email:
[EMAIL]

APPENDIX 1 – STAFF SAFEGUARDING PROCEDURE

If you have a safeguarding concern:

1. Recognise
Notice signs, behaviour, disclosures or information that may indicate a child is at risk.

2. Respond
Listen, remain calm and reassure the child.

3. Report
Tell the DSL/deputy immediately.

4. Record
Write a factual, accurate record as soon as possible.

5. Refer
The DSL will decide whether external referral is required.

6. Follow up
Continue to support the child and report any further concerns.

If the child is in immediate danger, contact emergency services.

APPENDIX 2 – WHAT STAFF SHOULD REMEMBER

Staff should remember:

- It could happen here.
- Safeguarding is everyone's responsibility.
- Listen to children.
- Do not promise confidentiality.
- Do not investigate yourself.
- Report concerns immediately.
- Record facts accurately.
- Never ignore a concern because it appears minor.
- Information sharing can be essential to safeguarding.
- Behaviour can be a form of communication.
- Children can abuse other children.
- Abuse can occur online.
- A child may experience multiple forms of harm.
- Professional curiosity is important.
- If in doubt, consult the DSL.

APPENDIX 3 – SAFEGUARDING THRESHOLD

The school will consider the following broad responses:

Universal support:
The child is safe but may benefit from normal pastoral, educational or wellbeing support.

Early help / Family Help:
The child or family requires additional support that may prevent escalation.

Targeted/specialist support:
The child has identified needs requiring specialist intervention.

Child protection referral:
There is reasonable cause to suspect the child is suffering, or is likely to suffer, significant harm.

Emergency response:
The child is in immediate danger or urgent police/medical intervention is required.

These categories do not prevent immediate escalation where circumstances require it.

APPENDIX 4 – SAFEGUARDING GOVERNANCE CHECKLIST

Governors/trustees should regularly ask:

- Is the child protection policy current?
- Does it reflect KCSIE 2026?
- Is the DSL appropriately trained?
- Are deputy DSL arrangements effective?
- Is staff safeguarding training up to date?
- Are safeguarding records being audited?
- Are referrals made promptly?
- Are attendance concerns followed up?
- Are vulnerable children identified?
- Are low-level concerns recorded and reviewed?
- Are allegations against staff managed correctly?
- Is safer recruitment effective?
- Is the Single Central Record accurate?
- Are filtering and monitoring systems effective?
- Are pupils taught about online safety?
- Are child-on-child abuse concerns addressed?
- Are sexual harassment and sexual violence addressed?
- Are children listened to?
- Are safeguarding concerns escalated appropriately?
- Does the school work effectively with external safeguarding agencies?

APPENDIX 5 – RELATED SCHOOL POLICIES

This policy should be read alongside:

- Staff Code of Conduct;
- Safer Recruitment Policy;
- Allegations Against Staff Policy;
- Low-Level Concerns Policy;
- Behaviour Policy;
- Anti-Bullying Policy;
- Online Safety Policy;
- Attendance Policy;
- SEND Policy;
- Mental Health and Wellbeing Policy;
- Prevent Policy;
- Relationships and Sex Education Policy;
- Equality Policy;
- Whistleblowing Policy;
- Complaints Policy;
- Educational Visits Policy;
- First Aid/Medical Policy;
- Data Protection/Privacy Policy;
- Mobile Phone Policy;
- Missing Child Procedure;
- Children Missing Education Procedure;
- Intimate Care Policy;
- Looked-After Children Policy.

APPENDIX 6 – KCSIE 2026 COMPLIANCE MAP

This policy is designed to provide coverage across the principal safeguarding requirements contained within KCSIE 2026, including:

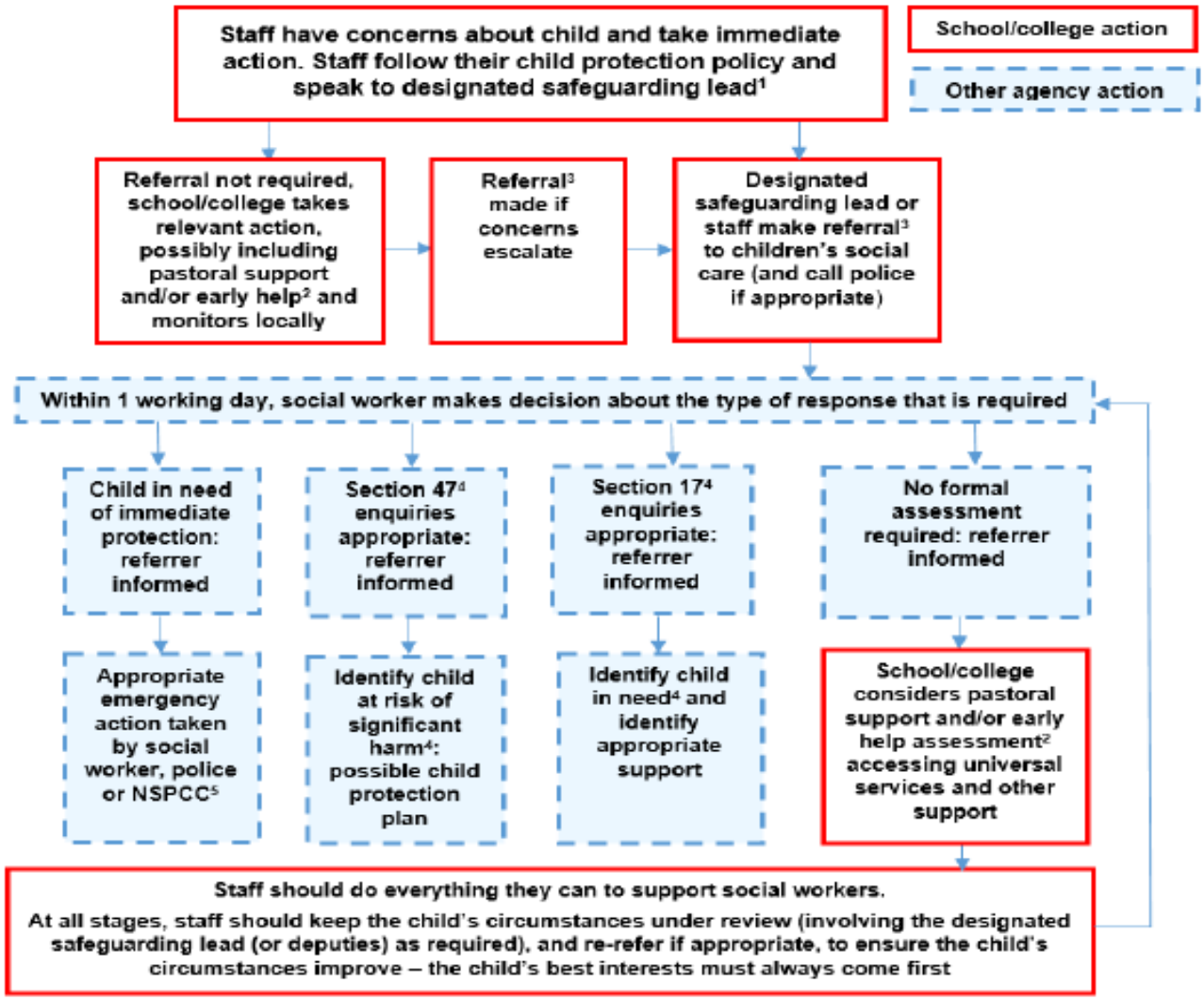
KCSIE 2026 area	Policy coverage
Child-centred safeguarding	Sections 1, 5, 43
Safeguarding culture	Sections 1, 5, 41
Early help / Family Help	Section 11
Abuse and neglect	Sections 9–10
Children requiring additional support	Section 8
Attendance / children absent from education	Section 16
Online safety	Sections 20, 46
Filtering and monitoring	Section 46
Child-on-child abuse	Section 17
Sexual violence	Section 18
Sexual harassment	Section 18
Self-generated intimate images	Section 19
AI/deepfakes	Section 19
Domestic abuse	Section 22
FGM	Section 23
Forced marriage	Section 24
Honour-based abuse	Section 24
Child criminal exploitation	Section 25
County lines	Section 25
Child sexual exploitation	Section 26
Radicalisation / Prevent	Section 21

Mental health and safeguarding	Section 27
SEND vulnerabilities	Section 28
Looked-after children	Section 29
Children with social workers	Section 31
Private fostering	Section 30
Safer recruitment	Section 32
Volunteers	Section 33
Contractors / agency staff	Section 34
Single Central Record	Section 35
Allegations against staff	Section 36
Low-level concerns	Section 37
Whistleblowing	Section 38
Staff training	Section 40
DSL arrangements	Section 6
Governor/trustee responsibilities	Section 41
Information sharing	Section 15
Record keeping	Sections 14, 50
Transfer of safeguarding records	Section 51
Child protection referrals	Sections 12, 59
Child protection conferences/plans	Section 60
Equality and safeguarding	Section 54
Gender-questioning children	Section 55
Misogyny / VAWG	Section 56
Mobile phones / devices	Section 57

Photography/images	Section 58
Safeguarding quality assurance	Section 52
Professional challenge	Section 53

APPENDIX 7 – KCSIE 2026 CONCERNS FLOWCHART

Figure 1: Flowchart setting out the actions taken where there are concerns about a child



[1] In cases which also involve a concern or an allegation of abuse against a staff member, see Part four of this guidance.

[2] Family Help means providing support as soon as a problem emerges at any point in a child's life. Where a child would benefit from co-ordinated Family Help, a family help inter-agency assessment should be arranged. Working Together to Safeguard Children provides detailed guidance on the Family Help process.

[3] Referrals should follow the process set out in the local threshold document and local protocol for assessment. See Working Together to Safeguard Children.

[4] Under the Children Act 1989, local authorities are required to provide services for children in need for the purposes of safeguarding and promoting their welfare. Children in need may be assessed under section 17 of the Children Act 1989. Under section 47 of the Children Act 1989, where a local authority has reasonable cause to suspect that a child is suffering or likely to suffer significant harm, it has a duty to make enquiries to decide whether to take action to safeguard or promote the child's welfare. Full details are in Working Together to Safeguard Children.

[5] This could include applying for an Emergency Protection Order (EPO).

APPENDIX 8 – POLICY APPROVAL

This Child Protection and Safeguarding Policy was approved by:

Name: _____

Role: _____

Signature: _____

Date: _____

Review date: _____