

# SAFEGUARDING AND CHILD PROTECTION POLICY



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**Due for review: August 2026**



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## Purpose & Scope

This policy aims to:

- Ensure the safety and wellbeing of every learner.
- Provide a clear framework for identifying, reporting, and responding to concerns.
- Establish a whole-school approach to safeguarding, aligned with Estyn standards and Welsh Government guidance.

Applies to:

- All staff (permanent, temporary, supply)
- Volunteers
- Proprietor
- Visitors and contractors with pupil contact

## Legal & Regulatory Framework

This policy reflects compliance with:

- Keeping Learners Safe (Welsh Government)
- Wales Safeguarding Procedures
- The Independent School Standards (Wales) Regulations 2024
- Social Services and Well-being (Wales) Act 2014
- Prevent Duty (Counterterrorism and Security Act 2015)
- Data Protection Act 2018 / UK GDPR
- Guidance from Estyn and Local Safeguarding Children Boards (LSCBs)

## Definitions of Abuse & Spotting the Signs

Types of abuse:

- **Physical abuse**
- **Emotional abuse**
- **Sexual abuse**
- **Neglect**
- **Exploitation**
- **Harmful sexual behaviour**
- **Radicalisation and extremism**

**Signs may include** fearfulness, aggression, withdrawal, inappropriate sexual behaviour, poor hygiene, self-harm, injuries, excessive compliance, or defiance.

## Roles & Responsibilities

Role	Person	Duties
<b>Headteacher &amp; DSL/Prevent Lead</b>	Aimee Burton	All safeguarding oversight, referrals, training
<b>Deputy DSL (if applicable)</b>	Stacy Challenger	Supports DSL
<b>All Staff &amp; Volunteers</b>	N/A	Report concerns, attend training, promote a safe culture
<b>Proprietor</b>	Rachel Ellacott	Policy compliance and governance

All staff must complete annual safeguarding training, including *Prevent* and *online safety*.

## Safer Recruitment



Safer recruitment is a critical part of safeguarding and includes:

- Enhanced DBS checks for all staff and volunteers.
- Verified references.
- Identity and qualification verification.
- Right-to-work checks.
- Interview questions that explore attitudes toward safeguarding.
- Induction process includes reading this policy and completing basic safeguarding training.

Recruitment records are maintained in a Single Central Record (SCR).

### **Children with Additional Learning Needs**

We recognise that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse. School staff who deal with children with profound and multiple disabilities, sensory impairment and or emotional and behaviour problems need to be particularly sensitive to signs of abuse.

Staff must immediately report:

- any suspicion that a child is injured, marked, or bruised in a way which is not readily attributable to the normal knocks or scrapes received in play
- any explanation given which appears inconsistent or suspicious
- any behaviours which give rise to suspicions that a child may have suffered harm (e.g. worrying drawings or play)
- any concerns that a child may be suffering from inadequate care, ill treatment, or emotional maltreatment
- any concerns that a child is presenting signs or symptoms of abuse or neglect
- any significant changes in a child's presentation, including non-attendance
- any hint or disclosure of abuse from any person
- any concerns regarding person(s) who may pose a risk to children (e.g. living in a household with children present)

### **Online Safety**

Online safety is part of the whole-school safeguarding approach.

#### **Key principles:**

- Pupils are supervised during all internet use.
- School network is filtered and monitored.
- Staff are trained to spot signs of online abuse (e.g. grooming, radicalisation, bullying).
- Acceptable Use Policies (AUP) are signed by staff and learners.
- Incidents (e.g. exposure to inappropriate material, online bullying) must be recorded on CPOMS.

#### **Teaching includes:**

- Cyberbullying awareness
- Privacy and data protection
- Safe use of social media
- Reporting concerns online

### **External Trips & Activities**

Safeguarding applies outside school grounds too.

#### **Risk assessments** must:

- Be completed and approved before any trip.
- Identify safeguarding risks (e.g. supervision, transport, lost child).
- Include contact details for DSL and emergency services.



- Ensure all supervising adults have enhanced DBS checks.

**Parental consent** is required for all off-site activities.

Staff are trained to:

- Respond to disclosures during trips.
- Maintain appropriate boundaries.
- Follow emergency safeguarding protocols.

## **Handling, Reporting & Recording Concerns**

### **Step-by-step procedure:**

1. Immediate Risk? Contact emergency services (999).
2. Concern about a child? Report directly to Aimee Burton (DSL).
3. Record the concern on CPOMS as soon as possible.
4. DSL will assess and decide whether to:
  - Monitor
  - Discuss with parents (if appropriate)
  - Refer to Social Services or Police
5. **Referral** must be made within 24 hours if needed.

Staff may report directly to Social Services safeguarding team Local Authority Designated Officer (LADO) if necessary.

See flow chart in appendix 1

### **Reporting concerns**

Staff are encouraged to raise concerns about:

- Unsafe practices
- Poor safeguarding culture
- Failure to act on concerns

Concerns can be reported:

- To the **Headteacher** if there is a concern about a staff member.
- To the **Proprietor** if there is a concern about the Headteacher.
- Directly to the **Local Authority Designated Officer (LADO)** if there is a concern about the Proprietor.
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### **Confidentiality & Consent**

- Information shared strictly on a *need-to-know basis*.
- Staff must never promise complete confidentiality to a child.
- Parental consent is not required when making safeguarding referrals where a child is at risk.
- **CPOMS** logs must reflect what was shared and with whom.

### **CPOMS: Secure Record Keeping**

- All safeguarding records are logged in **CPOMS**.
- CPOMS is restricted to the DSL and designated staff.
- Logs include dates, times, factual details, actions, and outcomes.
- Records are retained in line with Welsh Government data retention guidance.

All requests for safeguarding information through CPOMS will be managed in accordance with the school's safeguarding, data protection, and confidentiality procedures. Information will only be shared on a need-to-know basis and where it is lawful, proportionate, and necessary to safeguard or promote the welfare of a child. The Designated Safeguarding Lead (DSL), or an authorised deputy, is responsible for overseeing requests, ensuring accurate record keeping, and maintaining secure handling of all safeguarding information shared through CPOMS. CPOMS

information can be transferred electronically CPOMS to CPOMS or can be posted out directly with an acknowledgement form attached.

### Policy Review & Monitoring

- Reviewed three yearly or when legislation changes.
- Monitoring includes:
  - DSL supervision
  - Audits of CPOMS entries
  - Safeguarding training logs
- Proprietor signs off all updates.

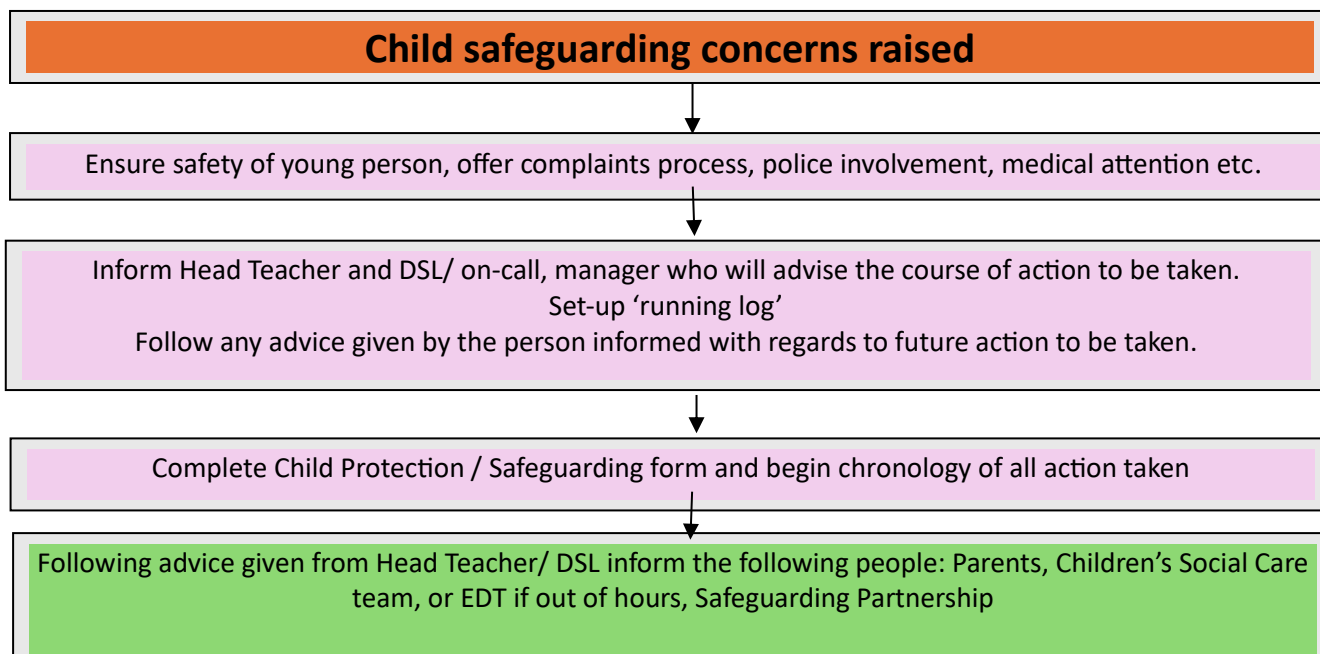
### Summary of Key Contacts

Contact	Name	Contact
DSL / Prevent Lead	Aimee Burton	Head.somersault@pathways-to-the-future.co.uk
Deputy DSL	Stacy Challenger	<a href="mailto:Deputy.somersault@pathways-to-the-future.co.uk">Deputy.somersault@pathways-to-the-future.co.uk</a>
Local Safeguarding Board NA		0808 100 1727
Proprietor	Rachel Ellacott	Director@pathways-2-the-future.co.uk

### Policy Statement

At Somersault School, we believe every child has the right to feel safe, supported, and valued. We are committed to a child-centred approach to safeguarding, working proactively with learners, families, and agencies to ensure wellbeing, protection, and opportunity.

### Appendix 1





Head Teacher to peruse all written documentation at earliest opportunity, discuss with Senior Teacher and DSCO and send copies of paperwork to DSL. A plan for future action will be decided which may include some or all of the following:

Updates to ESTYN updates to social worker, updates to parents (if applicable), updates to Safeguarding Partnerships, referral to DBS, convening of strategy/Part 4 meetings, updates to risk management plans ,care planning documents, placement plan sessions.