KINGSLEY PRIMARY SCHOOL

SAFEGUARDING AND CHILD PROTECTION POLICY

The named designated member of staff for Child Protection is:
Jill Sherwood

The deputy designated members of staff:
Mrs Linda Craig
Mrs Alison Darby

The lead Safeguarding and Child Protection Governor is:
Mr John Vale

The designated teacher for Looked After Children:
Mrs Carole Allott

Reviewed: September 2026
Review date: September 2027

At Kingsley Primary School we aim to provide a high quality setting which is welcoming, safe and stimulating and where children are able to enjoy learning and grow in confidence.

'Safeguarding and promoting the welfare of children is defined as:

- **Providing help and support to meet the needs of children as soon as problems emerge;**
- **protecting children from maltreatment whether that is within or outside the home, including online ;**
- **preventing the 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; and**
- **taking action to enable all children to have the best outcomes.'**

(Keeping Children Safe in Education – 2026)

'Staff working with children should maintain an attitude of 'it could happen here' where safeguarding is concerned. When concerned about the welfare of a child, staff should always act in the best interests of the child. If staff have any concerns about a child's welfare, they should act on them immediately.'

'Safeguarding and promoting the welfare of children is everyone's responsibility. 'Children' includes everyone under the age of 18. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child centred. This means that they should consider, at all times, what is in the best interests of the child.'

(Keeping Children Safe in Education – 2026)

Introduction and Policy Statement

This policy has been developed to ensure compliance with:

- 'Keeping children safe in education ' - 2026
- 'Working Together to safeguard children' - 2023.
- 'Sexual violence and sexual harassment between children in schools and colleges' – Sept 2021
- 'Review of sexual abuse in schools and colleges' – Ofsted 2021
- 'The Prevent Duty Guidance' - 2023
- 'Working together to improve school attendance – 2024'
- Section 175(2) of the Education Act 2002
- Dfe guidance – 'Use of generative AI in Education - 2025

- Child sexual exploitation – Dfe Feb 2017
- 'Teaching online safety in school' Guidance – Dfe June 2019
- 'Relationships Education, Relationships and Sex education and Health Education in England – Dfe – July 2025.
- Dfe – Sharing nudes and semi-nudes:advice for education settings working with children and young people. (2024)
- Mobile Phones in school – June 2026

The school will follow, and work closely with, the safeguarding partner arrangements.

Section 175(2) of the Education Act states

The Governing Body of a maintained school shall make arrangements for ensuring that their functions relating to the conduct of the school are exercised with a view to safeguarding and promoting the welfare of children who are pupils at the school.

The Governors recognise that children have a fundamental right to be protected from harm or exploitation and that pupils cannot learn effectively unless they feel secure. The Governors will, therefore, provide a school environment which promotes self-confidence and self awareness, a feeling of worth and the knowledge that pupil's concerns will be listened to and acted upon.

Governors, staff and volunteers in this school understand the importance of working in partnership with children, their parents/carers and other agencies in order to promote children's welfare.

The Governors will also ensure that the school carries out its' statutory duties to report suspected Child Abuse to the Child and Adult Services directorate (Social Care) and to assist that directorate acting on behalf of children in need or enquiring into allegations of child abuse.

Schools recognise the contribution they can make to protect and support pupils in their care. They should be alert to any possible concerns that could be raised at any time and anywhere.

The Local Authority is committed to ensuring that best practice is adopted when working with all children and young people, offering them support and protection and accepts that it has a legal and moral responsibility to implement procedures, to provide a duty of care for young people, to safeguard their well-being and to protect them from abuse.

Aims of the policy

There are three main elements to the school's child protection/ safeguarding policy.

- PREVENTION (positive and safe school environment, careful and vigilant teaching, accessible pastoral care, support to pupils, good adult role models)
- PROTECTION (agreed procedures are followed, staff are trained and supported to respond appropriately and sensitively to child protection concerns)
- SUPPORT (to pupils, staff and children who may have been abused)

Purpose

- To afford protection to all children in our school, EYFS and support centre.
- Enable all staff and volunteers to safeguard and promote the welfare of children.
- Promote a culture which makes the school a safe place to learn and to work.

This Safeguarding and Child Protection Policy applies to all governors, employees (including supply staff), volunteers and people using the school and family centre. We acknowledge that:

- The children's welfare is of paramount importance and all children have the right to be protected from harm or abuse.
- All staff, supply staff and volunteers will receive regular safeguarding and child protection updates (at least annually) to provide them with the relevant skills and knowledge to safeguard children effectively. They will also receive child protection training appropriate to their designation – this is to ensure all staff are aware of the signs and symptoms of abuse.
- Children who are being abused will only tell people they trust and with whom they feel safe and that any member of staff needs to be able to respond appropriately to a child who discloses evidence of abuse.
- It is essential that members of staff's own practice and behaviour puts children's welfare first and cannot be misconstrued in any way and does not contravene accepted good practice.
- Any member of staff, pupil, student, visitor or volunteer may raise a concern and deal with it via the designated teacher for child protection or their deputies or directly with children's social care services – The Hub 01429 284284.
- Staff to know and use the NSPCC's website or 08000280285 for additional information including the whistleblowing helpline if or when necessary.

Principles

- To adopt a child-centred approach and a shared responsibility with an ethos of strong multi-agency partnership working. 'This includes principles for working with parents and carers to centre the importance of building positive, trusting, and co-operative relationships to deliver tailored support to families, and expectations for multi-agency workings that apply to all individuals, agencies and organisations working with children and their families. (Working together to safeguard children 2023).
- Provide help and support to meet the needs of pupils as soon as problems emerge.
- To contribute to the Every Child Matters outcomes – be healthy, stay safe, enjoy and achieve, make a positive contribution and achieve economic wellbeing.
- To raise the awareness of all school and support centre staff to the importance of safeguarding pupils and of their responsibilities for identifying and reporting actual or suspected abuse.
- To ensure pupils and parents are aware that the school takes the safeguarding agenda seriously and will follow the appropriate procedures for identifying and reporting abuse and for dealing with allegations against staff.
- To promote effective liaison with other agencies in order to work together for the protection of all pupils.
- To support pupils' development in ways which will foster security, confidence and independence.
- To integrate a safeguarding curriculum within the existing curriculum allowing for continuity and progress through all key stages.
- To take account and inform of policy in related areas such as discipline, bullying, radicalisation and staying safe online.

Framework

At Kingsley Primary School we recognise that schools do not operate in isolation. Safeguarding and child protection is the responsibility of all adults and especially those working with children. The school aims to help protect the children in its care by working within the same child protection procedures.

Kingsley Primary School Procedures

If a child makes a disclosure the following procedures must be adhered to:

- Remain calm at all times, do not make any promises that you will not tell anybody.
- Be open and honest - do not use leading questions (ie Why, When).
- Ensure that information you share is: necessary, proportionate, relevant, accurate, timely and secure records are kept - make a written record as much as can be remembered, use factual information only using the words of the child. Information to include decisions made and actions.
- Keep a record - All incidents must be logged on CPOMS by the class teacher (teaching assistants to immediately liaise with the class teacher)
- All serious allegations are to be reported immediately to a member of the safeguarding team.
- Any member of staff can make a referral via the Safeguarding team or the Children's Hub on 01429 284284.
- Seek advice - further actions will be carried out as necessary by the safeguarding team.
- Confidentiality – ensure you only share information with relevant people on a needs to know basis.

Responsibilities

Kingsley Primary School will:

- Appoint a lead governor responsible for safeguarding practice within the school.
- Appoint a designated safeguarding and child protection person and deputies who are members of the Leadership Team.
- Require teachers, staff, supply staff and volunteers to read and implement the safeguarding partner arrangements, procedures, school policy and good practice guidelines. These are available in the Staffroom.
- Ensure that teachers, staff, supply staff, contractors and volunteers have completed appropriate checks as per the safer recruitment guidance and that contacts within extended services require safer recruitment and safeguarding compliance.
- Ensure that all relevant employment history, references, qualifications and training records and check and verified as appropriate.
- Ensure they recruit within the safer recruitment and allegations management training guidelines.

- Ensure that the relevant staff have undertaken Common Assessment Framework training and lead professional training.
- Undertake relevant safer recruitment training.
- Ensure management of allegations procedures are implemented.
- Ensure staff work to the agreed Code of Conduct and safer working procedures.
- Ensure any external contractors using or on school premises are checked or are accompanied around school if working during children's school hours. Whenever possible contractors to work outside of school hours or in the school holidays.
- Have and use an Anti Bullying and Harassment Policy responding to any complaint of bullying within the school. (See Behaviour Policy)
- The use of reasonable force will only be used as a last resort and that the school will adopt 'using no more force than is needed'. All incidents will be dealt with on an individual basis and in conjunction with our SEN and Use of reasonable force policies.
- Have an Online Safety policy- Staying safe online in line with safeguarding partner arrangements (See Acceptable Use Policy).
- Ensure that there are appropriate filtering and monitoring on school devices and networks.
- Ensure we adhere to the 'Prevent duty guidance' and protect children from the risk of radicalisation.
- Ensure all incidents where nudes and semi-nudes have been shared are immediately reported to the DSL.
- Promote fundamental British values and enable school to challenge extremist views and support and protect children from risk of harm.
- Have a Whistle Blowing Policy where it is safe to discuss concerns.
- Treat all pupils and members of the school community with respect regardless of age, sex, ethnicity, disability, faith or sexual orientation.
- Have due regard to the need to prevent people from being drawn into terrorism. (Section 26 of the Counter-Terrorism and security Act 2015)
- Be aware of the needs of vulnerable groups, identify and action for all identified.
- Make the policy available to parents and pupils.

The designated safeguarding members of staff will:

- Circulate the Safeguarding and Child Protection Policy to all adults, supply staff and volunteers working within the school and to the extended services of the school.
- Support teachers, staff, supply staff, volunteers and governing body members on matters of child protection.
- Act as a point of reference for child protection concerns.
- Ensure all staff, governors and volunteers receive regular safeguarding and child protection updates (at least annually) to provide them with the relevant skills and knowledge to safeguard children effectively.
- Ensure that chronologies are on the files of all Looked after children, Children in need, Children in need of protection and those of young people with mental health issues where harm (actual or potential) to themselves or others is a factor and all other pupils as agreed/advised.
- Take responsibility for collating and securely storing records of incidents and concerns. Refer cases of suspected abuse to the local authority children's social care and support staff who may make referrals.
- Attend Child Protection Case Conferences and Core Groups on pupils in their school and provide written reports. Where this is not possible, any member of staff must act on their behalf and be fully briefed prior to attending.
- Attend strategy meetings on children from their school.
- Provide the schools' Safeguarding and Child Protection Policy to any parent upon request and publish it on the website.
- Ensure that all new staff, including supply staff, receive safeguarding induction and are given a copy of the induction document and sign upon receipt. (See Induction Policy)
- That the policy is reviewed annually and any amendments are recorded and dated.
- Ensure whole school safeguarding training every 3 years.
- Attend manager update training every 2 years.
- Ensure work related placements follow the agreed safeguarding guidelines.
- Provide an annual safeguarding report to school Governors.
- Undertake safeguarding self assessment every 2 years.
- Collate information for participation in the Multi Agency Risk Assessment Conference (MARAC) process.
- Undertake school risk management meeting of children and young people who pose a risk.
- That pupils, staff and parents/carers are aware who the Designated teacher for Child protection is and how they can be contacted.

- Refer cases to the Channel programme where there is a radicalisation concern as required.
- Refer cases where a crime may have been committed to the Police as required.
- Ensure that there are appropriate filtering and monitoring on school devices and networks.
- Ensure that we respond effectively to incidents involving the sharing of nudes and semi-nudes and follow the six principles to help deliver best practices as stated in the Dfe guidance – 'Sharing nudes and semi-nudes: how to respond to an incident' and 'advice for education settings working with children and young people'. (March 2024)

Signs and symptoms of abuse

'All staff should be aware of indicators of abuse, neglect, exploitation and modern slavery understanding that children can be at risk of harm inside and outside of the school/college, inside and outside of home and online. Exercising professional curiosity and knowing what to look for is vital for the early identification of abuse and neglect so that staff are able to identify cases of children who may be in need of help or protection.'

(Keeping Children Safe in Education – 2026)

Abuse is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. They may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (eg. via the internet). They may be abused by an adult or adults or another child or children.

There are four categories of abuse:

- Physical abuse
- Emotional abuse
- Sexual abuse or exploitation
- Neglect

The following non-specific signs may indicate something is wrong:

- Significant change in behaviour
- Extreme anger or sadness
- Aggressive and/or attention-seeking behaviour
- Suspicious bruises or marks with unsatisfactory explanations
- Lack of self-esteem
- Self-injury
- Depression

- Age inappropriate sexual behaviour
- Child Sexual exploitation – CSE
- Child Criminal Exploitation - CCE

Please also refer to 'What to do if you're worried a child is being abused – Advice for practitioners 2015'

Children with special educational needs and disabilities or health needs

As a fully inclusive school, Kingsley will aim to safeguard any child in our care irrespective of their need.
We are aware that additional barriers can exist when recognising abuse, neglect and exploitation in this group of children. These can include:

- Assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's condition without further exploration;
- Being more prone to peer group isolation or bullying (including prejudice-based bullying) than other children;
- The potential for children with SEND or certain medical conditions being disproportionally impacted by behaviours such as bullying, without outwardly showing any signs: and
- Communication barriers and difficulties in managing or reporting these challenges – risks that they do not understand that what is happening to them is abuse.
- The need for intimate care or that these children are isolated from others.
- That these children are more likely to be dependent on adults for care.
- Cognitive understanding – being unable to understand the difference between fact and fiction in online content and then repeating the content/ behaviours in schools or colleges or the consequences of doing so.

(Keeping children safe in Education Sept 2026)

Children who may require particular attention with vulnerabilities that increase the risk of abuse, neglect and exploitation may include:

- Special Educational Needs and disabilities – SEND
- Young carers
- Children who are in care of the Local Authority (LAC)
- Children who are Privately Fostered
- Asylum Seekers or Refugees
- Transient population/ homelessness
- Children with mental ill health
- Families with chaotic lifestyles/ increased stress (Including living with Domestic Abuse, parent mental ill Health, Drug/Alcohol dependency)

- Children without adequate supervision
- Those vulnerable to discrimination (due to sexuality, race, religion, ethnicity or disability

At Kingsley, we ensure we consider extra pastoral support for any child with vulnerabilities, SEN and disabilities, where required.
(See also our SEND policy which includes safeguarding and the use of reasonable force.)

Allegations against staff

Any report of concern about the behaviour of a member of staff or allegation of abuse against a member of staff must immediately be reported to the head teacher and the appropriate LADO – Blerta Collins LADO@hartlepool.gov.uk 01429 401844. Any concern or allegation against a head teacher will be reported to the Chair of Governors. The Keeping Children Safe in Education, Working Together 2 guidance and support from safeguarding partners will be followed for both the investigation and support for the member of staff.
Staff who are the subject of a complaint or allegation of abuse will be offered support from the school, LA, staff welfare officer or can access counselling via their GP or Union support.

School guidance should be followed where it is alleged that anyone working in the school or a college that provides education for children under 18 years of age, including supply teachers, volunteers and contractors has:
• behaved in a way that has harmed a child, or may have harmed a child and/or;
• possibly committed a criminal offence against or related to a child and/or;
• behaved towards a child or children in a way that indicates he or she may pose a risk of harm to children; and/or
• behaved or may have behaved in a way that indicates they may not be suitable to work with children.
Allegations/ concerns that do not meet the harm threshold (referred to as 'low-level concerns'). Such concerns may arise in several ways and from a number of sources. For example: suspicion; complaint; or disclosure made by a child, parents or other adult within or outside of the organization; or as a result of vetting checks undertaken. ALL concerns about adults will be shared responsibly and with the right person, recorded and dealt with appropriately. We promote an open and transparent culture in which all concerns will be dealt with promptly and appropriately following the guidance in Keeping Children Safe in Education and local safeguarding procedures and practice guidance.

Confidentiality

Governors accept that Child Protection raises issues of confidentiality which must be clearly understood by all staff. The Governors expect all staff to follow the guidance on confidentiality in accordance with data protection and Local Authority guidance on information sharing.

See Annex: Further information – Keeping children safe in education Sept 2024 for further details of all the headings below:

Child abduction and community safety incidents
Child Criminal Exploitation (CCE) and Child Sexual Exploitation (CSE)
County lines
Children and the court system
Children who are absent from education
Children with family members in prison
Cybercrime
Domestic abuse
Homelessness
Mental health
Modern Slavery and the National Referral Mechanism
Preventing radicalisation, The Prevent duty, Channel
Sexual violence and sexual harassment between children in schools and colleges
Serious Violence
Honour-based abuse (including Female Genital Mutilation and Forced Marriage), FGM, FGM mandatory reporting duty for teachers, Forced marriage
Additional advice and support

Also see associated policies:

- Online safety policy
- Whistle blowing Policy
- Acceptable User and online safety Policy
- SEND policy
- Equality policy
- Physical restraint/ reasonable force Policy
- Anti- Bullying Policy
- Relationships, Sex and Health Education (RSHE) policy
- SEMH policy
- Behaviour Policy
- Health and Safety Policy
- Abuse of Trust Policy
- Safer Recruitment and Selection Policy
- Staff Code of Conduct and Induction

Last Updated: September 2026
Review date : September 2027

KINGSLEY PRIMARY SCHOOL

SAFEGUARDING AND CHILD PROTECTION POLICY

I have read the Safeguarding and Child Protection Policy and will ensure that I adhere to the expectations of this policy and all associated policies as listed below to ensure that all children are safeguarded to the best of our ability.

Name of member of staff…….

Position …….

Signed ……..

Date…….