



SAFEGUARDING POLICY

Protecting children from harm

Abstract

This is a statutory document that explains the processes and procedures in place at SENTre for keeping children in our care safe from harm
Version Control: v1 29th January 2026

C. Conway
manager@thesentre.co.uk



www.thesentre.co.uk

Table of Contents

<i>Safeguarding and Child Protection Policy</i>	2
1. Statutory and Legal Framework	2
2. Safeguarding Culture and Ethos	2
3. Roles and Responsibilities	2
4. Types of Abuse and Safeguarding Concerns	2
5. Child-on-Child Abuse	3
6. Responding to Concerns and Disclosures	3
7. Safeguarding Recording and Information Sharing	3
8. Referrals to External Agencies	4
9. Allegations Against Staff	4
10. Physical Intervention and Safeguarding Oversight	4
11. Prevent Duty	4
12. Staff Training and Safer Recruitment	4
13. Whistleblowing	4
14. Policy Review	4

Safeguarding and Child Protection Policy

This Safeguarding and Child Protection Policy sets out SENtre's commitment to safeguarding and promoting the welfare of children and young people in line with school-level expectations for Alternative Provision (AP-style) settings.

1. Statutory and Legal Framework

This policy is written in accordance with the following legislation and statutory guidance:

- Keeping Children Safe in Education (latest edition)
- Working Together to Safeguard Children (latest edition)
- Education Act 2002
- Children Act 1989 and 2004
- Counter-Terrorism and Security Act 2015 (Prevent Duty)
- Equality Act 2010

SENtre operates to school-level safeguarding standards appropriate for Alternative Provision, even where statutory school frameworks do not formally apply.

2. Safeguarding Culture and Ethos

SENtre is committed to creating a strong culture of safeguarding where the welfare of children is paramount. Safeguarding is everyone's responsibility. All staff maintain an attitude of professional curiosity and act in the best interests of children at all times.

3. Roles and Responsibilities

SENtre has a Designated Safeguarding Lead (DSL) with overall responsibility for safeguarding and child protection. Deputy DSLs are appointed to ensure safeguarding oversight at all times.

The SENtre's designated DSL is **Charlene Conway**

The SENtre's DDSL are: **Aataliyah Mathews, Mekhi Douglas, Alesha Stewart**

The DSL is responsible for:

- managing safeguarding concerns and referrals
- liaising with external agencies
- overseeing safeguarding records
- ensuring staff training and awareness
- providing safeguarding advice and supervision to staff

4. Types of Abuse and Safeguarding Concerns

Safeguarding concerns may include, but are not limited to:

- physical abuse
- emotional abuse
- sexual abuse
- neglect
- child-on-child abuse

- sexual violence and sexual harassment
- harmful sexual behaviour
- exploitation (criminal or sexual)
- radicalisation and extremism
- contextual safeguarding risks occurring outside the setting

See Appendix 1 for more information

5. Child-on-Child Abuse

Child-on-child abuse is taken seriously and will never be dismissed as banter or normal behaviour. All incidents are managed in line with safeguarding procedures, with appropriate support provided to both the victim and the alleged perpetrator.

Staff will not dismiss abusive behaviour as normal between young people. The presence of one or more of the following in relationships between children should always trigger concern about the possibility of peer-on-peer abuse:

- Sexual activity (in primary school-aged children) of any kind, including sexting
- One of the children is significantly more dominant than the other (eg much older)
- One of the children is significantly more vulnerable than the other (eg in terms of disability, confidence, physical strength)
- There has been some use of threats, bribes or coercion to ensure compliance or secrecy.

6. Extremism and radicalisation

All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be vulnerable to radicalisation, eg:

- feeling alienated or alone
- seeking a sense of identity or individuality
- suffering from mental health issues such as depression
- desire for adventure or wanting to be part of a larger cause
- associating with others who hold extremist beliefs

7. Responding to Concerns and Disclosures

When a child discloses abuse or harm, staff will listen carefully, reassure the child, avoid leading questions, and record concerns accurately using the child's own words. Concerns must be reported to the DSL without delay.

8. Safeguarding Recording and Information Sharing

All safeguarding concerns are recorded promptly and stored securely. Information is shared lawfully and proportionately with relevant agencies where there is a safeguarding need.

9. Referrals to External Agencies

The DSL will make referrals to Children's Social Care where there is a risk of significant harm. Referrals are followed up in writing within required timescales. Staff may escalate concerns directly if they believe action has not been taken.

10. Allegations Against Staff

Allegations against staff are managed in line with statutory guidance. The Local Authority Designated Officer (LADO) will be contacted immediately, and Ofsted or relevant regulators informed as required.

11. Physical Intervention and Safeguarding Oversight

Any use of restrictive physical intervention is recorded and reviewed from a safeguarding perspective. The DSL oversees patterns or concerns relating to physical intervention and ensures appropriate action is taken.

12. Prevent Duty

SENtre fulfils its Prevent Duty by protecting children from the risk of radicalisation. Staff are trained to recognise signs of extremism and know how to report concerns through safeguarding channels.

13. Staff Training and Safer Recruitment

All staff receive safeguarding training at induction and regular updates thereafter. Staff confirm that they have read and understood Part 1 of Keeping Children Safe in Education. Safer recruitment procedures are followed at all times.

14. Whistleblowing

Staff are encouraged to raise concerns about safeguarding practice through internal procedures or externally where appropriate. Concerns may be raised with the local authority or Ofsted.

15. Policy Review

This policy is reviewed annually or sooner if there are changes to legislation, guidance, or the nature of the provision.

Contact numbers

LADO (Local Authority Designated Officer): [0121 675 1669](tel:01216751669)

CASS (Children's Advice & Support Service): [0121 303 1888](tel:01213031888) / [0121 675 4086](tel:01216754086) (out of hours)

Local Authority Prevent Co-Ordinator: [\[insert contact details if applicable; not all LAs have one\]](#)

Police: 101 (non-emergency) or 999 (emergency)

Anti-terrorist hotline: 0800 789 321

NSPCC: 0808 800 500

Ofsted: 0300 123 1231

This policy was adopted by: Charnel Conway	Date: 07/11/2025
To be reviewed: 07/11/2026	Signed: C.Conway

Appendix 1

Child abuse and neglect

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect are listed below.

- **Emotional abuse** is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
- **Physical abuse** can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.
- **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.
- **Neglect** is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

Signs of child abuse and neglect

Signs of possible abuse and neglect may include:

- significant changes in a child's behaviour
- deterioration in a child's general well-being
- unexplained bruising or marks
- comments made by a child which give cause for concern
- reasons to suspect neglect or abuse outside the setting, eg in the child's home, or that a girl may have been subjected to (or is at risk of) female genital mutilation, or that the child may have witnessed domestic abuse
- inappropriate behaviour displayed by a member of staff, or any other person. For example, inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their role, or inappropriate sharing of images.

Appendix 2: Reporting a Safeguarding Concern

Safeguarding Concern

All information about the suspected abuse or disclosure, or concern about radicalisation, will be recorded on the **Safeguarding Concern** form as soon as possible after the event. The record should include:

- date of the disclosure, or the incident, or the observation causing concern
- date and time at which the record was made
- full name of the child involved
- a factual report of what happened. If recording a disclosure, you must use the child's own words
- name, signature and job title of the person making the record.

The record will be given to the DSL who will decide on the appropriate course of action.

For concerns about **child abuse**, the DSL will contact CASS. The DSL will follow up all referrals to CASS in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact CASS directly.

For minor concerns regarding **radicalisation**, the DSL will contact the Children's Advice & Support Service (CASS). For more serious concerns the DSL will contact the Police on the non-emergency number (101), or the anti-terrorist hotline on 0800 789 321. For urgent concerns the DSL will contact the Police using 999.