

Safeguarding Policy

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1. INTRODUCTION

1.1 This policy has been developed to ensure that all staff at ISOteaching are working together to promote the welfare of children and young people and safeguard all.

1.2 This policy describes the arrangements in place, along with the management systems used, to create and maintain a safe learning environment for all our young people and staff. It states the actions that should be taken to redress any concerns about child safety and welfare including protecting staff and young

people from extremist views which are opposed to Fundamental British Values. All opinions or behaviours which are contrary to these fundamental values will be vigorously challenged and appropriate action taken.

1.3 The Directors of ISOteaching, or, in their absence, the authorised member of staff (Designated Senior Safeguarding Officer), has the ultimate responsibility for safeguarding and promoting the welfare of children and young people. This core safeguarding team is responsible for undertaking practice reflection including those from serious case review, updates in policy or procedure, sharing information with the whole team, and promoting best practice. Sharing information with the full team is given both in specific staff training sessions and the half termly staff meeting. Where appropriate information fact sheets, relevant links to articles, website and newsletters are shared via email or group working site.

1.4 ISOteaching is fully committed to safeguarding and promoting the welfare of children and young people. These values are fully embedded within all activities and functions performed by all staff and associates of ISOteaching. This policy is drawn in conjunction with the ethos of its partners and indeed complements and supports partner school and Local Authority policies.

1.5 Due to the nature of work undertaken, ISOteaching operates a no volunteers policy. Everyone who works with the young people is a direct employee of ISOteaching.

1.6 Under the Education Act 2002 schools and or settings have a duty to safeguard and promote the welfare of their young persons and, in accordance with guidance set out in 'Working Together to Safeguard Children 2015' and 'Keeping Children Safe in Education 2016', With this in mind, ISOteaching will work in collaboration and partnership with other organisations where appropriate to identify any concerns about child welfare and take action to address them.

2. ETHOS AND CLARIFICATION OF TERMS

2.1 Whenever the terms 'Safeguarding' and 'Child Protection' are used, they pertain to the following;

2.2 Safeguarding: Providing a safe learning environment and a system of support that protects children and young people from maltreatment, impairment of their health and wellbeing and promotes the best outcomes.

Child Protection: Identification of children who are suffering or are likely to suffer significant harm and ensure appropriate action to preserve their safety both at home and within educational activities.

2.3 ISOteaching aims to create and maintain a safe learning environment where all children and young people and feel safe, secure and valued. It is imperative to ISOteaching that all children and young people know they are taken seriously and will be listened to. In accordance with the statutory duty and principles outlined in 'Working Together to Safeguard Children 2015' ISOteaching will implement policies, practices and procedures which promote safeguarding and the emotional and physical well-being of all children, young people and staff.

2.4 The nature of ISOteaching means that the company works within a partnership assessment framework. Therefore, application of a threshold model and indeed the use of a single agency assessment is undertaken in accordance with the lead authority for the child or young person. This is particularly relevant with regards to early help through multi-agency working. All children and young people have access to appropriate curriculum opportunities, including emotional health and well-being, to support the development of the skills needed to help them stay safe and healthy, develop their self-motivation and self-esteem and understand the responsibilities of adult life.

2.5 ISOteaching will always act to prevent any organisation or speaker to disseminate extremist views or radicalize young persons and staff.

3. THE CURRICULUM

3.1 All children have access to an appropriate curriculum which is broad and balanced and differentiated to meet their needs, supporting social, spiritual, moral well-being, physical and mental health. This enables young people to learn and develop the necessary skills to build self-esteem, respect others, and resolves conflict without resorting to violence, question and challenge and to make informed choices in later life. Activities utilised by the ISOteaching team will provide opportunities to develop an awareness of the rights of others, particularly those groups who may be considered a 'minority' or hold protected characteristic status, along with resources which promote and celebrate diversity.

3.2 Children and young people are encouraged to express and discuss their ideas, thoughts and feelings through a variety of activities and have access to a range of cultural opportunities which promote the fundamental British values of democracy, rule of law, individual liberty and mutual respect and tolerance.

3.3 ISOteaching team make full use of opportunities to discuss and debate a range of subjects relevant to living in contemporary British society for example lifestyle choices, forced marriage, family patterns, religious beliefs and practices and human rights issues.

3.4 ISOteaching team members endeavour to inform all young people that they can approach staff if they are feeling worried and that their concerns will be taken seriously and treated with respect.

4. ATTENDANCE

4.1 Non-Attendance is viewed as a safeguarding issue. All attendance and engagement are reported to the relevant authority on a daily basis through a lead tutor report system. Absences are rigorously pursued and recorded.

4.2 We implement the statutory requirements in terms of monitoring and reporting children missing education (CME) and off-rolling and understand how important this practice is in safeguarding children and young people.

5. KEEPING RECORDS

5.1 The Designated Senior Safeguarding Officer will keep and maintain up to date information on children and young people, including where and with whom the child is living, attendance, referrals to and support from other agencies. The record will also include a chronology of any safeguarding issues and other significant event in a child/young person's life.

6. ROLES AND RESPONSIBILITIES

6.1 The Director(s) will ensure that:

- policies and procedures to safeguard and promote the welfare of young people are fully implemented and followed by all staff
- safe recruitment and selection of staff is practised
- a Designated Senior Member of staff for child protection is identified and receives appropriate on-going training and support ensuring all staff are following the latest advice and guidance with regards to specific vulnerabilities and forms of exploitation e.g., CSE, Radicalization and Extremism, Forced Marriage
- sufficient time and resources are made available to enable the Designated Member of staff to discharge their responsibilities, including attending inter-agency meetings, contributing to the assessment of children and young people, supporting colleagues and delivering training as appropriate
- all staff receive appropriate training which is regularly updated
- all temporary staff are made aware of the safeguarding policy and arrangements
- all staff feel safe about raising concerns about poor or unsafe practice regarding the safeguarding and welfare of the children and young people and such concerns will be addressed sensitively and effectively

- parents / carers are aware of and understand ISOteaching responsibilities to promote the safety and welfare of its young people by making its obligations clear in an initial meeting
- the Safeguarding and Child Protection policy is available on the ISOteaching website
- the organisation co-operates with appropriate agencies and risk-based approaches to ensure young people are safeguarded against any potential grooming activities which may attempt to draw them into harmful activities e.g., Child Sexual Exploitation and radicalisation and extremism

6.2 Due to the nature of the organisation, ISOteaching have appointed a 'critical friend' to undertake some of the duties of that of a governing body. This includes verifying that:

- ISOteaching directors provide all staff with appropriate information about safeguarding and liaison takes place with the designated member of staff on a regular basis
- the safeguarding policy is regularly reviewed and updated
- safe recruitment and selection practices including appropriate use of references and checks on new staff
- procedures are in place for dealing with allegations of abuse against members of staff and these are in line with 'Keeping Children Safe in Education' and Local Authority procedures.

- all staff who have regular contact with children and young people receive appropriate training and information about the safeguarding processes as part of induction
- the organisation co-operates with appropriate agencies and risk-based approaches to ensure young people are safeguarded against any potential grooming activities which may attempt to draw them into harmful activities e.g., CSE and radicalisation and extremism

6.3 ISOteaching has appointed a Designated Safeguarding Officer with specific responsibility for championing the importance of safeguarding and promoting the welfare of children and young people.

The Designated Person will:

- act as the first point of contact with regards to all safeguarding matters
- attend up-dated training every two years
- provide relevant information to the LA on how ISOteaching carries out its safeguarding duties
- provide support and training for staff
- ensure that the organisation's actions are in line with Safeguarding Boards of all young people they are working with e.g., Safeguarding Inter-Agency Procedures

- support staff to make effective referrals to the Children and Families Services and any other agencies where there are concerns about the welfare of a child
- keep copies of all referrals to Children and Families Services and any other agencies related to safeguarding children
- ensure that all staff receive information on safeguarding policies and procedures from the point of induction
- ensure that any staff with specific responsibility for safeguarding children receive the appropriate training to undertake this role
- manage and keep secure the organisation's safeguarding records
- ensure that all staff understand and are aware of the reporting and recording procedures and are clear about what to do if they have a concern about a child
- liaise with the Directors / Designated Safeguarding Lead about any safeguarding issues
- ensure that the Safeguarding Policy is regularly reviewed and updated by the Safeguarding Officer, in liaison with ISOteaching Directorship
- keep up to date with changes in local policy and procedures and are aware of any guidance issued by the DfE concerning Safeguarding

6.4 The Safeguarding Team is fully aware of the importance of a rapid response to safeguarding issues and therefore liaises fully with an Early Help strategy in

accordance with the protocol of the authority and children’s safeguarding board to which the young person is aligned.

7. SAFE RECRUITMENT AND SELECTION OF STAFF

Please see policy document ISOteaching Safer Recruitment for full details and information.

7.1 ISOteaching recruitment and selection policies and processes adhere to the DfE guidance “Keeping Children Safe in Education” 2016.

7.2 The Directors will ensure that all staff are vetted and checked.

8. WORKING WITH OTHER AGENCIES

8.1 ISOteaching has developed effective links with other relevant agencies, for example, the Local Authority, Children’s Social Care, Channel, GMP, NHS and CHESHIRE EAST, and co-operates as required with any enquiries regarding child protection issues.

9. CONFIDENTIALITY AND INFORMATION SHARING

9.1 Staff ensure that confidentiality protocols are followed, and information is shared appropriately. ISOteaching recognises that all matters relating to Child protection are confidential and information is handled in line with GDPR. The government has issued Information Sharing for Safeguarding Practitioners Guidance that included 7 'Golden Rules' of Information Sharing in safeguarding.

<https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice>

The Government Guidance is as follows:

The seven golden rules to sharing information

1. Remember that the General Data Protection Regulation (GDPR), Data Protection Act 2018 and human rights law are not barriers to justified information sharing but provide a framework to ensure that personal information about living individuals is shared appropriately.
2. Be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.
3. Seek advice from other practitioners, or your information governance lead, if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.
4. Where possible, share information with consent, and where possible, respect the wishes of those who do not consent to having their information shared. Under the GDPR and Data Protection Act 2018 you may share information without consent if, in your judgement, there is a lawful basis to do so, such as where safety may be at risk. You will need to base your judgement on the facts of the case. When you are sharing or requesting personal information

from someone, be clear of the basis upon which you are doing so. Where you do not have consent, be mindful that an individual might not expect information to be shared.

5. Consider safety and well-being: base your information sharing decisions on considerations of the safety and well-being of the individual and others who may be affected by their actions.

6. Necessary, proportionate, relevant, adequate, accurate, timely and secure: ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and up to date, is shared in a timely fashion, and is shared securely (see principles).

7. Keep a record of your decision and the reasons for it – whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.

9.2 All staff must understand that they have a professional responsibility to share information with other agencies in order to safeguard young people. All staff must be clear with learners that they cannot promise confidentiality to any child or young person.

9.3 Hard copies of documentation are securely destroyed as soft copies are stored securely with the ISOteaching Information and Document Administrator.

10. TRAINING FOR STAFF

10.1 All staff should be made aware of the organisation's safeguarding systems as part of an induction process.

10.2 All staff receive appropriate child protection training which includes the following:

- Basic safeguarding information about the ISOteaching policies and procedures
- signs and symptoms of abuse (emotional and physical)
- indicators of vulnerability to radicalization
- how to manage a disclosure from a child as well as when and how to record a concern about the welfare of a child

10.3 In accordance with “Keeping Children Safe in Education 2016” all staff will receive training at induction. The Designated Person for Safeguarding will receive refresher training every two years. All staff will receive appropriate child protection training which is regularly updated. Staff training records details, of certificates etc. are kept centrally and can be provided as required.

10.4 All staff will be supported to recognise warning signs and symptoms in relation to specific safeguarding issues and will receive training or briefings on for example, Guns and Gangs, Forced Marriage, Female Genital Mutilation, Domestic Abuse, Child Sexual Exploitation, Trafficking and Preventing Violent Extremism.

10.5 On receipt of a safeguarding report the core safeguarding team (the designated safeguarding officer and directors) assess the report and evaluate using Threshold of Need. In the event of referral to an external agency other than the social care or key worker team contact, the designated safeguarding officer or director contacts the relevant external partnership or contact point e.g., LADO. ISOteaching operates a single point of referral which ensures clarity for the agency involved. Therefore, whichever person contacts the external agency, is fully responsible to continue, maintain, and review the case with the external agency, whilst reporting actions to the Core safeguarding team.

11. RECORDING AND REPORTING CONCERNS

11.1 All staff have a responsibility to report any concerns about the welfare and safety of a young person and all such concerns must be taken seriously. If a concern arises all staff must:

- speak to ISOteaching Directors or Designated Safeguarding Person or the person who acts in their absence
- agree with this person what action should be taken, by whom and when it will be reviewed
- record the concern using the ISOteaching safeguarding recording system

12. INFORMING PARENTS/CARERS

12.1 ISOteaching is clear in its approach to working with parents / carers; transparency and honesty is paramount, and our responsibility is to safeguard and promote the welfare of all children and young people in our care. We aim to do this in partnership with our parents / carers where appropriate, possibly via a local authority education manager or social care liaison key worker. Whilst we are committed to working in partnership with parents and carers and in most situations, we will discuss concerns with them. However, we will not share information where there are concerns that suggest in doing so would place a young person at increased risk of significant harm, prejudice the prevention, detection or prosecution of a serious crime, or lead to unjustified delay in making enquiries about allegations of significant harm to a child/ young person.

12.2 As noted above-parents and carers may be informed if a referral is to be made to the Children's Social Care Service or any other agency if appropriate.

12.3 Parents / carers will not be informed if it is believed that by doing so would put the child at risk. In such cases the Designated Person or Director will seek advice from Children's Social Care.

12.4 Homelessness and Young Carers. ISOteaching recognises that in working with young people it may be the case that at some points we may encounter the

young person experiences homelessness or indeed become a carer. We recognise the impact this may have on a young person and indeed in either case ISOteaching undertake a multidisciplinary working approach in order to support and continue to provide education as is possible.

13. DOMESTIC ABUSE

13.1 ISOteaching is aware that children and young people's development, as well as their social and emotional resilience, is affected by many factors including exposure to domestic abuse within the family situation and is a safeguarding issue.

13.2 Children and young people react to domestic abuse in similar ways to other types of abuse and trauma.

13.3. Information about Domestic Abuse and its effect upon children and young people will be incorporated into staff Safeguarding and Child Protection training and briefings and the organisation's Safeguarding and Child Protection Policies and Procedures will be used to protect children and young people exposed to, and at risk from, domestic abuse.

13.4 Any child or young person thought to be at immediate risk will be reported without delay to the police service as a 999 emergency and to the appropriate the Children's Service contact Centre contacted as soon as possible.

14. FORCED MARRIAGE

14.1 Forced Marriage became a criminal offence in June 2014. It is a form of child, adult and domestic abuse and, in line with statutory guidance, is treated as such. ISOteaching is sensitive to differing family patterns and lifestyles and child-rearing patterns that vary across different racial, ethnic and cultural groups. Child abuse cannot be condoned for religious or cultural reasons.

14.2 Information about Forced Marriage will be incorporated into staff Safeguarding and Child Protection training and briefings and the Safeguarding and Child Protection Policies will be used to protect a victim or potential victim of forced marriage.

14.3 If a case of forced marriage is suspected it will be viewed as a safeguarding concern, parents and carers will not be approached or involved about a referral to any other agencies.

15. FEMALE GENITAL MUTILATION AND SO CALLED "HONOUR" BASED ABUSE

15.1 Female Genital Mutilation (FGM) is an illegal in the United Kingdom and is a violation of human rights of girls and women. Information on FGM will be incorporated into staff Safeguarding and Child Protection training and briefings. As with forced marriage there is a 'One chance' rule and therefore all staff are briefed to refer and take action **without delay**.

15.2 Any concerns that a young person may be at risk of FGM will be referred to the appropriate safeguarding agencies.

15.3 The term so called honour based abuse or "izzat" refers to a variety of crimes of violence. Victims may have a number of perpetrators due to the nature of this crime. ISOteaching is fully committed to reporting any suspicions of such violence.

16. PREVENTING RADICALISTION and VIOLENT EXTREMISM

16.1 ISOteaching understands the fundamental rights of freedom of speech, expression of beliefs and ideology and tolerance of others which are the core values of our democratic society. However, all rights come with responsibilities

and free speech, or beliefs designed to manipulate the vulnerable or which advocate harm or hatred towards others will not be tolerated. ISOteaching seeks to protect its young people and staff from all messages and forms of violent extremism and ideologies including those linked to, but not restricted, to the following: Far Right/Neo Nazi, White Supremacist ideology, Islamist ideology, Irish Nationalist and Loyalist paramilitary groups and extremist Animal Rights groups.

16.2 ISOteaching is clear that exploitation and radicalisation will be viewed as a safeguarding concern and will be referred to the appropriate safeguarding agencies.

17. E-SAFETY AND SOCIAL MEDIA POLICY

Please see policy document ISOteaching E-Safety and Social Media Policy for full details and information.

17.1 ISOteaching recognises e-safety is a safeguarding issue not an ICT issue. The purpose of internet use is to help raise educational standards and promote young person achievement.

17.2 The internet is an essential element in 21st century life for education, business and social interaction. ISOteaching recognises it has a duty to provide

children and young people with quality access as part of their learning experience.

17.3 ISOteaching team will ensure that appropriate filtering methods are in place to ensure that young people are safe from all types of inappropriate and unacceptable materials, including terrorist and extremist material.

17.4 Sexual Violence and sexual harassment between children. 'Sexting' amongst children and young people can be a common occurrence, where they often describe these incidents as 'mundane'. Children and young people involved in 'sexting' incidents will be dealt with by the police as victims as opposed to perpetrators, unless there are mitigating circumstances.

17.5 ISOteaching in compliance with the DfE guidance follows best practice model in terms of sexual violence and sexual violence.

17.6 The designated safeguarding lead should record all incidents of 'sexting'. This should include both the actions taken and the actions not taken, together with justifications. In applying judgment to the 'sexting' incident consider the following:

- significant age difference between the sender/receiver involved

- if there is any external coercion involved or encouragement beyond the sender/receiver
- if you recognise the child as more vulnerable than is usual
- if the image is of a severe or extreme nature
- if the situation is not isolated and the image has been more widely distributed
- if this is not the first-time children or young people have been involved in a 'sexting' act
- if other knowledge of either the sender or recipient may add cause for concern

If these characteristics present a cause for concern, then escalate or refer the incident. If not, manage the situation, accordingly, recording details of the incident, action and resolution using CEOP website for further guidance.

18. NEGLECT

18.1 ISOteaching recognises neglect is a key area for staff to be aware of and indeed report to the safeguarding officer where necessary. ISOteaching recognises that neglect-the persistent failure to meet a child's physical or psychological needs can present itself in various ways namely;

- Physical Neglect, where there is a failure to provide food, clothing and shelter, failing to meet the child's basic physical needs, including where a child is excluded or abandoned

- Nutritional Neglect, where a parent or guardian fails to provide adequate nutrition to a child, or when children experience hunger for large parts of the day and no food is available
- Emotional Neglect, where a parent or guardian fails to provide protection for a child from emotional harm. Further consideration is given to where a child is not given adequate supervision by parent or an adequate care giver. Abandonment and exclusion are also considered within the wider definition of emotional neglect
- Medical Neglect, where a parent or guardian
- Lack of supervision and guidance
- Educational Neglect, in terms of parents or guardians failing to provide a consistent education

19. CHILD SEXUAL EXPLOITATION

19.1 ISOteaching staff are fully aware of the importance of working in partnership with regards to identifying and preventing child sexual abuse as defined by any young person who is experiencing sexual abuse, both by contact and non-contact forms of sexual abuse (e.g. forcing children to look at images or behave in a sexual way). ISOteaching recognises that this form of abuse occurs when an individual or group take advantage of an imbalance of power and coerce, manipulate or deceive a young person in exchange for something the young person would like or want. ISOteaching recognises that a victim may

have been sexually exploited even where the sexual activity is thought to be consensual. Other indicators of sexual exploitation may include; receiving unexplained gifts, multiple mobile phones, involved in abusive relationships, hanging out with older groups, or unexplained changes in behaviour (chaotic, aggressive, sexual). ISOteaching recognises the underlying aspects of CSE and therefore takes the stand that child sexual exploitation is NEVER the young person's fault and should be protected from harm holding the right to be safe.

20. SELF-HARM

20.1 ISOteaching recognises self-harm as an expression of personal distress, usually made in private, by an individual who hurts themselves in any number of ways. ISOteaching Staff are fully aware that any suspicion or indication of a young person self-harming would be reported immediately to the safeguarding team.

21. MODERN SLAVERY

21.1 The Modern Slavery Act (2015) states that 'modern slavery' encompasses slavery, human trafficking, servitude, forced or compulsory labour. ISOteaching staff are fully aware that traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. Staff are vigilant to signs which

could suggest a young person is being exploited in this way and are aware they need to report immediately to the Safeguarding Team who follow protocol with regards to Duty to Notify.

22. Missing from Home

22.1 Whilst ISOteaching recognises that young people often like to spend time forming their own relationships and undertaking activities with their peer group, but also recognises parents or guardians who are unable to identify the location of a young person repeatedly, or they are frequently missing education, ISOteaching staff recognise this as a safeguarding issue and indeed respond rapidly in reporting to the safeguarding team who in turn liaise as agreed with all appropriate agencies. ISOteaching safeguarding team endeavour to 'make reasonable enquiries' in line with government recommendations.

23. Criminal Exploitation/County Lines

23.1 ISOteaching recognises the importance of working with various agencies in identifying or supporting young people who may be the victims of Criminal Exploitation / County Lines. Staff are briefed fully in terms of common signs which can assist ISOteaching staff identify victims, including: being found in areas away from home areas, being secretive about who they are talking to or where they are going, unexplained money, clothes or jewellery, using sexual or

drug related language, having hotel keys or keys to unknown places, returning home late or going missing.

24. CHILD PROTECTION CONFERENCES AND CORE GROUP MEETINGS

24.1 Members of staff are likely to be asked to attend a child protection conference or other relevant core group meetings about an individual young person and will need to have as much relevant updated information about the child as possible. A child protection conference will be held if it is considered that the child/children are suffering or at risk of significant harm.

24.2 All reports for a child protection conference should be prepared in advance of the meeting and will include information about the child's physical, emotional, intellectual development and well-being as well as relevant family related issues. This information will be shared as appropriate.

25. MANAGING ALLEGATIONS AND CONCERNS AGAINST STAFF

25.1 ISOteaching follows the government guidance 'Keeping Children Safe in Education'– 2016 when dealing with allegations made against staff.

25.2 All allegations made against a member of staff, including contractors or security staff working on site, will be dealt with quickly and fairly and in a way that provides effective protection for the child while at the same time providing support for the person against whom the allegation is made.

26. COMPLAINTS OR CONCERNS BY YOUNG PERSONS AND STAFF

26.1 Any concern or expression of disquiet made by a young person will be listened to seriously and acted upon as quickly as possible to safeguard his or her welfare.

26.2 ISOteaching will make sure that the young person or adult who has expressed the concern or made the complaint will be informed not only about the action to be taken but also where possible about the length of time required to resolve the complaint. We will endeavour to keep the child or adult informed about the progress of the complaint/expression of concern.

27. SERIOUS CASE REVIEWS

27.1 ISOteaching will fully cooperate with any requirement as required in the case of a serious case review.

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APPENDIX A

Partners

Manchester Education Authority
Cheshire East Education Authority
Tameside Education Authority
Staffordshire Education Authority

APPENDIX B

Policies

Behaviour and Communication Policy
Health, Safety & Welfare Policy
Whistle-blowing Policy
E-SAFETY and Social Media Policy
ISOteaching Safer Recruitment Policy