Raedwald Trust

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Safeguarding & Child Protection Policy

Policy Details	
Person Responsible for this Policy	**Angela Ransby**
Policy Author	**Angela Ransby**
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CEO Signature	**Angela Ransby**
Trust Board Signature	**Alan Whittaker**

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Key Personnel

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Role:	Name and contact details:
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Chair of Trustees	Alan Whittaker 01473 550472 awhittaker@raedwaldtrust.org
Named Safeguarding Trustee	Carey Fish 01473 550472 Cfish@raedwaldtrust.org

Raedwald Trust Safeguarding Procedures for Staff

Disclosure / Concern Raised
All staff must follow the published flow chart.

Record Keeping
All documents relating to safeguarding or child protection will be stored electronically on the Trust's Management Information System (MIS) with visibility restricted to the safeguarding team. Raedwald Trust attendance to all 'safeguarding' meetings (including FNM, CiN, and CP) will be by, or directed by, the DSL in consultation with the Head Teacher.

In all academies, pupil's individual safety plan will serve as the information sharing document for all staff.

All RT staff remain responsible for requesting access to DSL actions at any time, in order they can activate the Whistleblowing Policy as they deem necessary.

All staff must strictly adhere to academy based attendance procedures as part of their safeguarding responsibilities.

Pupil Level Safety Plan
All pupils have a pupil level safety plan completed. These are regularly reviewed by the Head Teacher.

Safeguarding Training
All staff are responsible for ensuring they comply with, and are engaged in, the mandatory training requirements published by the Trust.

Raedwald Trust Safeguarding Flow Chart – What to do if I am worried about a child

Report concerns / disclosure verbally to a member of the site based safeguarding team immediately.
This must be followed up by completing a RT Safeguarding Log on the Trust's MIS.

Always attempt to contact the DSL or one of the DDSLs in the first instance.
However, if you cannot get hold of them, please contact the Trust Safeguarding and Compliance Lead, the Trust PA or the CEO.

If a child is in immediate danger or is at risk of harm call the police on 999.

The safeguarding team will consider further actions required. This could include

- Consultation with MASH 0808 800 4005 or the Police if a child is in immediate danger or at risk of significant harm.
- For inpatients at the hospital schools, discussion with the NHS safeguarding team.
- Discussion with the home school DSL/DDSL
- Referrals to other agencies e.g. mental health, Family Help services

Recording

- Make a record of your concern / child's disclosure, using MIS
- Remember to keep your record factual.
- Use the child's own words.
- If there are marks on a child record these accurately with a full description to include details such as size, colour, appearance within the RT Safeguarding slip.

Informing Parents/Carers

- Parents/carers should be informed of all concerns and referrals unless this may cause harm to the child.
- This will usually be undertaken by the safeguarding team, in conjunction with the home school (where applicable).

Reflect

- Ask yourself if you have done everything you can within your role, but do not investigate.
- Refer any remaining concerns to the DSL/DDSL.
- Dealing with disclosures can be difficult and disturbing; seek support for yourself, but be aware of principles of confidentiality.
- Support can be sourced through the safeguarding team or the Trust Safeguarding and Compliance Lead

1. Our strong safeguarding culture

1.1. Why it is important

1.1.1. Safeguarding is everyone's responsibility and it is the duty of the Trust to safeguard and promote the welfare of children. 'Children' includes everyone under the age of 18. This is our core safeguarding principle.

1.1.2. In adhering to this principle, we focus on providing a safe and welcoming environment for all our children regardless of age, ability, culture, race, language, religion, gender identity, or sexual identity. All our children have equal rights to support and protection. We therefore promote an inclusive, anti-discriminatory culture as part of our safeguarding responsibilities.

1.1.3. One of the cornerstones of our safeguarding culture is this policy and the procedures contained within it. This policy applies to all staff, volunteers, and governors, all of whom are trained upon its contents and on their safeguarding duties. We update this policy at least annually to reflect changes to law, guidance, and best practice.

1.1.4. This policy should be read alongside our other safeguarding policies, which are set out in section 2.

1.2. What it means for our pupils

1.2.1. We work with our local safeguarding partners to promote the welfare of children and protect them from harm. This includes providing a co-ordinated offer of early help when additional needs of children are identified, and contributing to inter-agency plans, which provide additional support to the child. It also includes contributing to broader, multi-agency strategic discussions about safeguarding children.

1.2.2. All our staff have an equal responsibility to act on any suspicion or disclosure that may indicate that a child is at risk of harm. Any pupils or staff involved in child protection or safeguarding issues will receive appropriate support.

1.2.3. Our strong safeguarding culture ensures that we treat all pupils with respect and involve them in decisions that affect them. We encourage positive, respectful, and safe behaviour among pupils, and we set a good example by conducting ourselves appropriately.

1.2.4. Identifying safeguarding and child protection concerns often begin with recognising changes in pupils' attendance and/or behaviour and knowing that these changes may be signs of abuse, neglect, or exploitation. Challenging behaviour may be an indicator of abuse.

1.2.5. All our staff will reassure children that their concerns and disclosures will be taken seriously, and that they will be supported and kept safe.

2. Safeguarding legislation and guidance

The following safeguarding legislation and guidance have been considered when drafting this policy:

- Keeping Children Safe in Education (2026)
- Working Together to Safeguarding Children (2026)
- Informatin Sharing Duty 2026
- Prevent Duty guidance: Guidance for specified authorities in England and Wales (2023)
- The Teacher Standards 2021
- The Safeguarding Vulnerable Groups Act 2006
- The Domestic Abuse Act 2021
- PACE Code C 2019
- Crime and Policing Act 2026
- Early Years Foundation Stage Statutory Framework

3. Roles and responsibilities

3.1. The Designated Safeguarding Lead (DSL);

3.1.1. The Designated Safeguarding Lead takes **lead responsibility** for safeguarding and child protection (including online safety) in the academy. The DSL duties include:

- Ensuring child protection policies are known, understood, and used appropriately by staff.
- Working with the Trust Board to ensure that the Trust's child protection policies are reviewed annually and that the procedures are reviewed regularly.

- Acting as a source of support, advice, and expertise for all staff on child protection and safeguarding matters.
- Liaising with the Head Teacher regarding ongoing enquiries under section 47 of the Children Act 1989 and police investigations and being aware of the requirement for children to have an Appropriate Adult in relevant circumstances.
- Acting as a point of contact with the safeguarding partners.
- Making and managing referrals to children's social care, the police, or other agencies.
- Keeping detailed, accurate, secure written records of concerns, discussions, and decisions made including the rationale for those decisions (including where referrals were or were not made).
- Taking part in strategy discussions, and inter-agency meetings.
- Liaising with the Trust CEO if allegations are made against staff or any other adult in a position of trust (refer to the Managing Allegations Against Adults Policy).
- Making staff aware of training courses and the latest local safeguarding arrangements available through the local safeguarding partner arrangements.
- Transferring the child protection file and any other relevant welfare or safeguarding information to a child's new school or post-16 provider.
- Work with the Head Teacher to ensure that the relevant staffing ratios are met, where applicable.
- Work with the Head Teacher to ensure that each EYFS child is assigned a key person.

3.2. The Deputy Designated Safeguarding Lead (DDSL);

3.2.1. Our DDSLs are trained to the same level as the DSL and support the DSL with safeguarding matters on a day-to-day basis. The ultimate lead responsibility for child protection remains with the DSL.

3.3. The Trust CEO and/or Trust Safeguarding and Compliance Lead will ensure DSL cover arrangements are in place in the event that the DSL/DDSL are unavailable and will communicate this to the relevant staff.

3.4. The Safeguarding Trustee

3.4.1. The role of the Safeguarding Trustee is to provide support and challenge to the DSL and the leadership of the Trust on how they manage safeguarding so that the safety and wellbeing of the children can continuously improve. The role includes:

- Understanding the requirements of the Governance Handbook and Keeping Children Safe in Education 2026.
- Supporting and challenging the DSL on the standards of safeguarding at the Trust.
- Confirming that consistent and compliant safeguarding practice takes place across the Trust.
- Reporting to the Trust Board about the standard of safeguarding in the Trust.
- The DSL and the Safeguarding Trustee meet on a regular basis to discuss safeguarding issues and to agree steps to continuously improve safeguarding practices in the Trust.

4. Children who may be particularly vulnerable

4.1. Some children are at greater risk of abuse, neglect, and exploitation. This increased risk can be caused by many factors including social exclusion, isolation, discrimination, and prejudice. Staff are aware the following can affect pupil's attendance, attainment, behaviour and wellbeing. To ensure that all our pupils receive equal protection and support at the right time, from the right services, we give special consideration to children who:

- Are vulnerable because of their race, ethnicity, religion, special educational needs, disability, gender identity or sexuality.
- Are young carers.
- Are pregnant or are parents themselves.
- Are involved in the court system or have a family member in prison.
- Are vulnerable to being bullied or engaging in bullying.
- Are at risk of sexual exploitation, forced marriage, female genital mutilation, or being drawn into extremism.
- Live in chaotic or unsupportive home situations.

- Live transient lifestyles or live away from home or in temporary accommodation.
- Are affected by parental/carer substance abuse, domestic abuse, or parental/carer mental health needs.
- Do not have English as a first language.
- Experience or have experienced bereavement or mental health difficulties.
- Are in care or privately fostered or have returned home to their family from care.
- Have experienced multiple suspensions and are at risk of, or have been, permanently excluded.

5. Children with special educational needs, disabilities or health issues

5.1. Children with special educational needs or disabilities (SEND) or certain medical or physical health conditions can face additional safeguarding challenges. Additional barriers can exist when recognising abuse, neglect, and exploitation in this group of children, which can include:

- Assumptions that indicators of possible abuse such as behaviour, mood, and injury relate to the child's disability without further exploration.
- Being more prone to peer group isolation that 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;
- Communication barriers and difficulties in overcoming these barriers
- 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, and
- These children may have issues over cognitive understanding – being unable to understand the difference between fact and fiction in online content and then repeating the content/behaviours in school or the consequences of doing so.

5.2. Our staff are trained to be aware of and identify these additional barriers to ensure this group of children are appropriately safeguarded.

6. Children who are absent from education

6.1. Children being absent from education for prolonged periods, on an increasing basis and/or on repeat occasions, and children with unexplainable and/or persistent absences from education, can be an indicator of abuse, neglect and exploitation, including sexual abuse or exploitation, trafficking, modern slavery, child criminal exploitation, mental health problems, risk of travelling to conflict zones, risk of female genital mutilation or risk of forced marriage. Our staff are alert to these risks.

6.2. We closely monitor attendance, absence, and exclusions and our DSL will take appropriate and proactive action including notifying the local authority, particularly where children go missing on repeated occasions, on an increasing basis and/or are missing for periods during the school day.

7. Alternative provision

7.1. Where a pupil is placed with an alternative provision provider, the home school will continue to be responsible for the safeguarding of that pupil.

8. Mental health

8.1. Schools have an important role to play in supporting the mental health and wellbeing of their pupils.

8.2. All staff understand only appropriately trained professionals should diagnose mental health problems.

8.3. All staff are aware that mental health problems can be an indicator that a child has suffered, or is at risk of suffering abuse, neglect or exploitation, and that in some cases they can develop into safeguarding concerns. Staff are also aware that where children have suffered adverse childhood experiences those experiences can impact their mental health, behaviour, and education.

8.4. All staff are aware that there are potential warning signs when a child is struggling with their mental health. These include:

8.4.1. Significant changes in behaviour.

8.4.2. Ongoing difficulty sleeping.

8.4.3. Withdrawing from social situations.

Not wanting to do things they usually like; and

Physical signs of self-harm or neglecting themselves.

8.5. Where staff are concerned that a child's mental health is also a safeguarding concern, they will discuss it with the DSL or DDSL, who will take appropriate actions moving forward.

9. Children who are lesbian, gay or bisexual

9.1. The fact that a child or a young person may be lesbian, gay, or bisexual is not in itself an inherent risk factor for harm. Unfortunately, children who are lesbian, gay, or bisexual, or are simply perceived to be lesbian, gay, or bisexual, can be vulnerable to discriminatory bullying by other children. The risk to these children can be compounded where children who are lesbian, gay, or bisexual lack a trusted adult with whom they can be open.

9.2. Our staff endeavour to reduce the barriers and provide a safe space for those children to speak out or share their concerns with them.

10. Children who are questioning their gender

10.1. The Trust will take a sensitive, child-centred approach to pupils who are questioning their gender identity or who have the protected characteristic of gender reassignment, having regard at all times to the welfare of the individual pupil and the welfare of other pupils.

10.2. The Trust will respect both gender-critical and gender-affirming beliefs held within the Trust community and will not tolerate bullying, harassment, or discrimination in connection with any such beliefs.

10.3. The Trust will not initiate any social transition actions. Where a child, parent, or carer requests support in relation to gender identity, including any form of social transition (such as changes to name, pronouns, or presentation), the Trust will only implement any changes following a Trust-level decision made in accordance with the following process:

DSL involvement: The Designated Safeguarding Lead (DSL) will be informed and involved in the decision-making process from the outset, as gender-related requests may intersect with safeguarding considerations.

Parental/carer engagement: Parents and carers will be engaged as a matter of priority and their views treated with importance. The Trust will not implement any social transition arrangements without parental/carer knowledge and engagement, save in the exceptional circumstances described in paragraph 10.3.3 below.

Exception to parental/carer engagement: Where staff have reasonable grounds to conclude that involving parents or carers would create a greater risk of harm to the child, the DSL will determine what safeguarding action is appropriate before parents/carer are contacted and before any decision is taken. Any decision to proceed without parental/carer engagement will be documented with clear reasons.

Professional advice: Where appropriate, the Trust will seek advice from relevant professionals, which may include the Trust's Special Educational Needs Coordinator (SENCo), relevant health professionals, or the Local Authority Designated Officer (LADO) where applicable. The Trust will be alert to the possibility that gender-questioning presentations may co-occur with, or be influenced by, other factors including neuro-developmental conditions, mental health difficulties, or other needs.

10.3.1. **Cautious approach**: The Trust will take a careful and considered approach, recognising that social transition is an active intervention with potentially significant consequences. In primary schools, support for full social transition will be agreed only in very rare circumstances.

10.3.2. **Record-keeping**: All discussions, decisions, and the reasons for those decisions will be recorded in writing and stored securely and confidentially. Records will be kept under review and revisited if circumstances change.

10.3.3. **Review**: Any agreed arrangements will be subject to periodic review. Where circumstances change, the DSL will be informed immediately and arrangements will be reassessed.

10.4. The Trust will ensure that its facilities arrangements comply with its legal obligations in relation to biological sex and with its safeguarding duties.

10.4.1. **Toilets**: The Trust will not permit a child to use toilet facilities designated for the opposite biological sex. Where a pupil does not wish to use toilet facilities designated for their biological sex, the Trust will consider whether an alternative arrangement, such as a self-contained individual toilet, can be provided without compromising single-sex provision or the safety, comfort, privacy, or dignity of the pupil or other pupils. Any such arrangement will be recorded and reviewed regularly.

10.4.2. **Changing rooms and showers**: The Trust will not permit a pupil aged 11 or over to undress in the presence of a pupil of the opposite biological sex and will not permit access to changing rooms or shower facilities designated for the opposite biological sex as part of any social transition arrangements. Where a pupil does not wish to use facilities designated for their biological sex, the Trust will consider alternative arrangements that do not compromise single-sex provision, and will keep clear records, communicate appropriately, and review regularly.

10.4.3. **Overnight accommodation**: The Trust will not permit a pupil to share overnight accommodation with a pupil of the opposite biological sex. Where a pupil does not wish to share accommodation with a pupil of the same biological sex, the Trust will seek to identify alternative arrangements where possible without compromising safety, comfort, privacy, or dignity, and will document those arrangements.

10.5. For safeguarding purposes, relevant staff will be made aware of a pupil's biological sex in all cases, and a pupil's biological sex will be recorded accurately wherever it is recorded by the Trust.

11. Child on child abuse

1.1 Child-on-child abuse – children harming other children - is unacceptable and will be taken seriously; it will not be tolerated or passed off as 'banter', 'just having a laugh', 'part of growing up' or 'boys being boys'. The Trust takes a zero-tolerance approach to sexual harassment and sexual violence; it is never acceptable, and it will not be tolerated.

1.2 It is more likely that boys will be perpetrators of child-on-child abuse and girls' victims, but allegations will be dealt with in the same manner, regardless of whether they are made by boys or girls.

1.3 All staff are aware that child-on-child abuse is a safeguarding issue for both the victim and alleged perpetrator, and they are clear about the school's policy and procedures for addressing child-on-child abuse and maintain an attitude of 'it could happen here'.

1.4 Child-on-child abuse can take many forms, including:

- **Physical abuse** such as shaking, hitting, biting, kicking or hair pulling.
- **Bullying,** including cyberbullying, prejudice-based and discriminatory bullying.
- **Discriminatory behaviour,** including racism and faith-targeted abuse.
- **Sexual harassment** such as sexual comments, remarks, jokes and online sexual harassment, which may be standalone or part of a broader pattern of abuse and which may include misogyny/misandry. Harmful sexual behaviour exists on a continuum, with more harmful behaviours potentially escalating towards sexual violence.
- **Sexual violence** such as rape, assault by penetration and sexual assault (this may include an online element which facilitates, threatens and/or encourages sexual violence).
- **Serious physical assault and harm, or the threat of harm with a weapon.**
- **Causing someone to engage in sexual activity without consent**, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party.
- **Upskirting**, which involves taking a picture under a person's clothing without their permission for the purposes of sexual gratification or to cause humiliation, distress or alarm.

- **Consensual and non-consensual making or sharing of nude and semi-nude images and/or videos** (including those generated by AI) and including pressuring others to share sexual content.
- **Abuse in intimate personal relationships between children (also known as teenage relationship abuse)** - such as a pattern of actual or threatened acts of physical, sexual or emotional abuse.
- **Initiation/hazing** – used to induct newcomers into sports teams or school groups by subjecting them to potentially humiliating or abusing trials with the aim of creating a bond.

1.5 Different gender issues can be prevalent when dealing with child-on-child abuse, for example girls being sexually touched/assaulted or boys being subject to initiation/hazing type violence.

1.6 All staff recognise that even if there are no reported cases of child-on-child abuse, such abuse may still be taking place but is not being reported.

1.7 All staff recognise that children might be at the highest risk around the school day such as immediately after school.

1.8 **Minimising risk**

1.8.1 We take the following steps to minimise or prevent the risk of child-on-child abuse:

- Promoting an open and honest environment where children feel safe and confident to share their concerns and worries.
- Using assemblies to outline acceptable and unacceptable behaviour.
- Using RSE and PSHE to educate and reinforce our messages through stories, role play, current affairs, and other suitable activities.
- Ensuring that the school is well supervised, especially in areas where children might be vulnerable.
- Staff understand the importance of recognising the behaviours and indicators early.

1.9 **Investigating allegations**

1.9.1 All allegations of child-on-child abuse should be passed to the DSL immediately who will investigate and manage the allegation as follows:

- **Gather information** - children and staff will be spoken with immediately to gather relevant information.
- **Decide on action** - if it is believed that any child is at risk of significant harm, a referral will be made to Family Help. The DSL/DDSL will then work with the Local Authority to decide on next steps, which may include contacting the police. In other cases, we may follow our behaviour policy alongside this Safeguarding and Child Protection Policy.
- **Inform parents/carers** - we will usually discuss concerns with the parents/carers. However, our focus is the safety and wellbeing of the pupil and so if the school believes that notifying parents/carers could increase the risk to a child or exacerbate the problem, advice will first be sought from Family Help and/or the police before parents/carers are contacted.
- **Record** – all concerns, discussions and decisions made, and the reasons for those decisions will be recorded in writing, kept confidential and stored securely. The record will include a clear and comprehensive summary of the concern, details of how the concern was followed up and resolved, actions taken, decisions reached, and the outcome.

Where allegations of a sexual nature are made, the school will follow the statutory guidance set out in Part 5 of Keeping Children Safe in Education 2026. The DSL will decide on a case-by-case basis whether to carry out an immediate risk and needs assessment.

Reports of rape or assault by penetration are especially serious. While the school/trust establishes the facts and liaises with Family Help and the police, the alleged perpetrator(s) may be removed from any shared classes with the victim. The school/trust will also consider how to maintain a reasonable physical separation between the victim and alleged perpetrator(s) across school, including before or after school-based activities, and on transport to and from the school.

Children can report allegations or concerns of child-on-child abuse to any staff member and that staff member will pass on the allegation to the DSL/DDSL in accordance with this policy. To ensure children can report their concerns easily, the Trust website has a 'Report a Concern' button located in the top right-hand corner. This is designed for all pupils across the Trust to use in order to report a concern regarding anything that is worrying them or if they are worried about their family or friends. The report will be sent to Trust Safeguarding and Compliance Lead who will respond and pass on to the relevant DSL/DDSL.

Being taken seriously, regardless of how long it has taken them to come forward, and that they will be supported and kept safe. Our staff will never give a victim the impression that they are creating a problem by reporting sexual violence or sexual harassment, nor will victims be made to feel ashamed for making a report.

1.9.2 Abuse that occurs online or outside of school will not be downplayed and will be treated equally seriously. We recognise that sexual violence and sexual harassment occurring online can introduce a number of complex factors. Amongst other things, this can include widespread abuse or harm across a number of social media platforms that leads to repeat victimisation.

1.9.3 The support required for the pupil who has been harmed will depend on their particular circumstance, and the nature of the abuse. The support we provide could include counselling and mentoring or restorative justice work.

1.9.4 Support may also be required for the pupil who caused harm. We will seek to understand why the pupil acted in this way and consider what support may be required to help the pupil, and/or change behaviours. The consequences for the harm caused or intended will be addressed.

12. Serious violence

12.1. Serious violence is a continuing safeguarding concern which may involve physical assault, carrying, threatening with, or using weapons, often in the context of peer conflict or bullying, and criminal exploitation. All staff are aware of the signs that a child may be at risk of or involved in serious violence, including:

An increased absence from school or a significant decline in educational performance.

12.1.1. A change in friendships or relationships with older individuals or groups.

12.1.2. Signs of self-harm or a significant change in wellbeing, or signs of assault or unexplained injuries, and

Unexplained gifts or new possessions could also indicate that children have been approached by, or are involved with, individuals associated with criminal networks or gangs and may be at risk of criminal exploitation.

Concerns about a pupil carrying, using or intending to use a weapon should be reported to the DSL/DDSL who should carry out a risk assessment.

Targeted intervention such as mentoring, or therapeutic are key and should be considered within the risk assessment.

13. Child Criminal Exploitation (CCE) and Child Sexual Exploitation (CSE)

13.1. Both CCE and CSE are forms of abuse and both occur where an individual or group takes advantage of an imbalance of power to coerce, manipulate, or deceive a child into taking part in sexual or criminal activity in exchange for something the victim needs or wants, and/or for the financial advantage or increased status of the perpetrator or facilitator and/or through violence or the threat of violence. This power imbalance can be due to a range of factors, including:

13.1.1. Age.
13.1.2. Gender.
13.1.3. Sexual identity.
13.1.4. Cognitive ability.
13.1.5. Physical strength.
13.1.6. Status.
13.1.7. Access to economic or other resources.

13.2. The abuse can be perpetrated by individuals or groups, males or females, and children or adults. It can also be perpetrated by an organised network or gang, and the victim may identify as being part of this group. They can be one-off occurrences or a series of incidents over time and may or may not involve force or violence. Exploitation can be physical and take place online.

13.3. CCE and CSE can affect children, both male and female, and can include children who have been moved (commonly referred to as trafficking) for the purpose of exploitation. This may constitute modern slavery.

13.4. Child Criminal Exploitation (CCE)

13.4.1. CCE can include children being forced or manipulated into transporting drugs or money through county lines, working in cannabis factories, shoplifting or pickpocketing, being forced or manipulated into committing vehicle crime or threatening/committing serious violence to others.

13.4.2. Children can become trapped by this exploitation as perpetrators can threaten victims (and their families) with violence or entrap and coerce them into debt. They may be coerced into carrying weapons such as knives or carry a knife for a sense of protection.

13.4.3. Children involved in criminal exploitation often commit crimes themselves. They may still have been criminally exploited even if the activity appears to be something they have agreed or consented to.

13.4.4. It is important to note that the experience of girls who are criminally exploited can be very different to that of boys, and both boys and girls being criminally exploited may be at higher risk of sexual exploitation.

13.5. CCE indicators

13.5.1. **CCE** indicators can include children who:

13.5.1.1. Appear with unexplained gifts or new possessions.
13.5.1.2. Associate with other young people involved in exploitation.
13.5.1.3. Suffer from changes in emotional well-being.
13.5.1.4. Misuse drugs or alcohol.
13.5.1.5. Go missing for periods of time or regularly return home late.
13.5.1.6. Regularly or increasingly miss school or education or do not take part in education.

13.6. Child Sexual Exploitation (CSE)

13.6.1. CSE is a form of child sexual abuse which may involve physical contact, including assault by penetration (for example, rape or oral sex) or nonpenetrative acts such as masturbation, kissing, rubbing, and touching outside clothing. It may include non-contact activities, such as involving children in the production of sexual images, forcing children to look at sexual images or watch sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse.

13.6.2. CSE can occur over time or be a one-off occurrence and may happen without the child's immediate knowledge, e.g. through others sharing videos or images of them on social media.

13.6.3. CSE can affect any child, who has been coerced into engaging in sexual activities. This includes 16- and 17-year-olds who can legally consent to have sex. CSE can be committed by an individual or an organised network and most sexual abuse is committed by those previously known to the victim. Some children may not realise they are being exploited, e.g. they believe they are in a genuine romantic relationship.

13.6.4. Sexual exploitation is a serious crime and can have a long-lasting adverse impact on a child's physical and emotional health. It may also be linked to child trafficking.

13.7. CSE indicators

13.7.1. The above indicators can also be indicators of **CSE**, as can children who:

13.7.1.1. Have older boyfriends.
13.7.1.2. Suffer sexually transmitted infections or become pregnant.

13.8. We include the risks of criminal and sexual exploitation in our RSE and health education curriculum. It is often the case that the child does not recognise the coercive nature of the exploitative relationship and does not recognise themselves as a victim.

13.9. Victims of criminal and sexual exploitation can be boys or girls, and it can have an adverse impact on a child's physical and emotional health.

13.10. All staff are aware of the indicators that children are at risk of or are experiencing CCE or CSE. All concerns are reported immediately to the DSL/DDSL. Staff must always act on any concerns that a child is suffering from or is at risk of criminal or sexual exploitation.

14. County lines

14.1. County lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs around the country using dedicated mobile phone lines. Children and vulnerable adults are exploited to move, store, and sell drugs and money, with offenders often using coercion, intimidation, violence and weapons to ensure compliance of victims.

14.2. County lines exploitation can occur where an individual or group takes advantage of an imbalance of power to coerce, manipulate, or deceive a child. This power imbalance can be due to the same range of factors set out at paragraph 10.1 of this policy.

14.3. Children can be targeted and recruited into county lines in a number of locations, including schools. Indicators of county lines include those indicators set out at 10.3 of this policy, with the main indicator being missing episodes from home and/or school.

14.4. Additional specific indicators that may be present where a child is criminally exploited include children who:

- Go missing and are subsequently found in areas away from home.
- Have been the victim or perpetrator of serious violence (e.g. knife crime).
- Are involved in receiving requests for drugs via a phone line, moving drugs, handing over and collecting money for drugs.
- Are exposed to techniques such as 'plugging', where drugs are concealed internally to avoid detection.
- Are found in accommodation with which they have no connection or in a hotel room where there is drug activity.
- Owe a 'debt bond' to their exploiters.
- Have their bank accounts used to facilitate drug dealing.

14.5. All staff are aware of indicators that children are at risk from or are experiencing criminal exploitation. The main indicator is increased absence during which time the child may have bene trafficked for the purpose of transporting drugs or money.

15. Sharing nudes and semi-nudes

15.1. Sharing photos, videos, and live streams online is part of daily life for many children and young people, enabling them to share their experiences, connect with friends and record their lives. Sharing nudes and semi-nudes means the creation, sending, or posting online of nude or semi-nude images, videos, or live streams by young people under the age of 18. This could be via social media, gaming platforms, chat apps, or forums, or carried out offline between devices via services like Apple's AirDrop.

15.2. Images may be taken or created by the child themselves or by another person. They may also be digitally altered or wholly generated using artificial intelligence, including what are sometimes described as 'deepfakes' or 'deep nudes'.

15.3. The term 'nudes' is used as it is most commonly recognised by children and young people and more appropriately covers all types of image sharing incidents. Alternative terms used by children and young people may include 'dick pics' or 'pics'. Other terms used in education include 'sexting', 'youth produced sexual imagery', and 'youth involved sexual imagery'.

15.4. The motivations for taking and sharing nudes and semi-nudes are not always sexually or criminally motivated. Such images may be created and shared consensually by children and young people who are in relationships, as well as between those who are not in a relationship. It is also possible the child or young person is in a consensual relationship to be coerced into sharing an image with their partner. Incidents may also occur where:

- Children and young people find nudes and semi-nudes online and share them claiming to be from a peer.
- Children and young people digitally manipulate an image of a young person into an existing nude online.
- Images created or shared are used to abuse peers, e.g. by selling images online or obtaining images to share more widely without consent to publicly shame.

15.5. The Trust takes a safeguarding approach in response to all incidents involving the sharing of nude or semi-nude images, regardless of whether they are consensual or non-consensual. All such incidents require a safeguarding response, with a proportionate approach that considers the age, development, and circumstances of the children involved, as well as any elements of coercion, exploitation, or vulnerability. All incidents involving nude or semi-nude images will be managed as follows:

- The incident will be referred to the DSL/DDSL immediately and the DSL/DDSL will discuss it with the appropriate staff. If necessary, the DSL/DDSL may also interview the children involved.
- Parents/carers will be informed at an early stage and involved in the process unless there is good reason to believe that involving parents/carers would put a child at risk of harm.
- At any point in the process, if there is a concern a young person has been harmed or is at risk of harm, we will refer the matter to the police and/or Family Help.

15.6. The UK Council for Internet Safety updated its advice for managing incidences of sharing nudes and semi-nudes in February 2024 - UKCIS advice 2024 . The school will have regard to this advice when managing these issues.

16. Online safety

16.1. It is essential that children are safeguarded from potentially harmful and inappropriate online material. As well as educating children about online risks, we have appropriate and effective filtering and monitoring systems in place to limit the risk of children being exposed to inappropriate content, subjected to harmful online interaction with other users and to ensure their own personal online behaviour does not put them at risk. Our filtering and monitoring systems also prevent access to harmful and inappropriate content accessed through generative AI tools and products.

16.2. These filtering and monitoring systems block harmful and inappropriate content, and we take care to ensure that they do not unreasonably impact on teaching and learning. The systems are reviewed regularly (at least every academic year) to ensure their effectiveness, and staff have been identified and assigned suitable roles and responsibilities to manage these systems. We also have effective monitoring strategies in place to meet the safeguarding needs of our pupils.

16.3. We tell parents and carers what filtering and monitoring systems we use, so they can understand how we work to keep children safe.

16.4. We will also inform parents and carers of what we are asking children to do online, including the sites they need to access, and with whom they will be interacting online.

16.5. Online safety risks can be categorised into four areas of risk:

- **Content**: Being exposed to illegal, inappropriate, or harmful content such as pornography, fake news, misogyny, self-harm, suicide, radicalisation, extremism, misinformation, disinformation (including fake news) and conspiracy theories
- **Contact**: Being subjected to harmful online interaction with other users or generative AI applications that simulate this, such as peer-to-peer pressure and adults posing as children or young adults to groom or exploit children.
- **Conduct**: Personal online behaviour that increases the likelihood of, or causes, harm such as making, sending and receiving explicit images, sharing other explicit images, including those generated using AI and online bullying.
- **Commerce**: Risks such as online gambling, inappropriate advertising, phishing or financial scams.

16.6. All staff are aware of these risk areas and should report any concerns to the DSL/DDSL.

17. Handheld devices and cameras

17.1. The Trust has a separate ICT & Communications Schedule in the RT Staff Handbook regarding the safe use of mobiles and cameras. This includes:

17.1.1. Personal devices are only to be used by staff when on a designated break away from the pupils. At all other times, personal devices are to be switched off.

17.1.2. Trust devices are only to be used by staff for work purposes. Photographs and videos of the pupils are only to be taken on Trust devices.

17.1.3. Images of the pupils will only be used in accordance with our Data Protection Policy.

18. Domestic abuse

18.1. The Domestic Abuse Act 2021 introduced a legal definition of domestic abuse and recognises the impact of domestic abuse on children if they see, hear, or experience the effects of abuse.

18.2. Domestic abuse is any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence, or abuse, between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. It includes people who have been or are married, are or have been civil partners, have agreed to marry one another or each have or have had a parental relationship in relation to the same child. It can include psychological, physical, sexual, financial, and emotional abuse.

18.3. Anyone can be a victim of domestic abuse, regardless of sexual identity, age, ethnicity, socioeconomic status, sexuality, or background, and domestic abuse can take place inside or outside of the home. This means children can also be victims of domestic abuse.

18.4. Children can witness and be adversely affected by domestic violence in their home life. Experiencing domestic abuse and exposure to it can have a serious emotional and psychological impact on children, and in some cases, a child may blame themselves for the abuse or may have had to leave the family home as a result. All of which can have a detrimental and long-term impact on their health, well-being, development, and ability to learn.

18.5. Where police have been called to a domestic violence incident where children are in the household and experienced that incident, the police will inform the DSL/DDSL. The police will also notify us if they have reasonable grounds to believe a child may be a victim of domestic abuse. This ensures that the school has up to date safeguarding information about the child.

18.6. All staff are aware of the impact domestic violence can have on a child. If any of our staff are concerned that a child has witnessed domestic abuse, they will report their concerns immediately to the DSL/DDSL.

19. Honour or faith-based abuse

19.1. Honour or faith-based abuse (HBA) encompasses actions taken to protect or defend the honour of the family and/or the community, including female genital mutilation (FGM), forced marriage, and practices such as breast ironing.

19.2. Abuse committed in the context of preserving "honour" often involves a wider network of family or community pressure and can include multiple perpetrators. Our staff are aware of this dynamic and additional risk factors and we take them into consideration when deciding what safeguarding action to take. Staff are also aware this type of abuse can significantly affect a child's welfare, wellbeing and sense of safety.

19.3. If staff are concerned that a child may be at risk of HBA or who has suffered from HBA, they should speak to the DSL/DDSL.

19.4. Female genital mutilation

19.4.1. FGM comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs. It is illegal and a form of child abuse with long-lasting harmful consequences.

FGM is carried out on females of any age, from babies to teenagers to women. Our staff are trained to be aware of risk indicators, including concerns expressed by girls about going on a long holiday during the summer break. If staff are concerned that a child may be at risk of FGM or who has suffered FGM, they should speak to the designated safeguarding lead. Teachers are also under legal duty to report to the police where they discover that FGM has been carried out on a child under 18. In such circumstances, teachers will personally report the matter to the police as well as informing the DSL/DDSL.

19.5. Forced marriage

19.5.1. A forced marriage is one entered into without the full and free consent of one or both parties and where violence, threats, or any other form of coercion is used to cause a person to enter into a marriage. Coercion may include physical, psychological, financial, sexual, and emotional pressure or abuse.

19.5.2. Forced marriage is illegal. It is also illegal to carry out any conduct whose purpose is to cause a child to marry before their eighteenth birthday, even if violence, threats, or another form of coercion are not used. As with the existing forced marriage law, this applies to non-binding, unofficial 'marriages' as well as legal marriages.

Our staff are trained to be aware of risk indicators, which may include being taken abroad and not being allowed to return to the UK.

Forced marriage is not the same as arranged marriage, which is common in many cultures.

If staff are concerned that a child may be at risk of forced marriage, they should speak to the DSL/DDSL.

20. Radicalisation and extremism

20.1. Extremism is defined as vocal or active opposition to our fundamental values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. Radicalisation refers to the process of a person legitimising support for, or use of terrorist violence.

20.2. Children are vulnerable to extremist ideology and radicalisation. Whilst Islamic fundamentalism is the most widely publicised, extremism and radicalisation can occur in other cultures, religions, and beliefs, including the far right and white supremacy. Our staff are trained to identify those at risk of being radicalised or drawn into extremism.

20.3. If staff are concerned that a child may be at risk of radicalisation or being drawn into extremism, they should speak to the DSL/DDSL.

21. Staff/pupil relationships

21.1. Staff are aware that inappropriate behaviour towards pupils is unacceptable and that it is a criminal offence for them to engage in any sexual activity with a pupil under the age of 18.

21.2. We provide our staff with advice regarding their personal online activity, and we have clear rules regarding electronic communications and online contact with pupils. It is considered a serious disciplinary issue if staff breach these rules.

21.3. Our Trust Code of Conduct sets out our expectations of staff and staff sign to confirm they have read and understood.

22. Safeguarding concerns and allegations made about staff, including supply teachers, volunteers, and contractors

22.1. If a safeguarding concern or allegation is made about a member of staff, supply teacher, volunteer, or contractor, or relates to incidents that happened when an individual or organisation was using the Trust premises for the purposes of running activities for children our set procedures must be followed. Our Managing Allegations Against Adults Policy can be accessed on the Trust website and the full procedure for managing such allegations or concerns are set out in Part Four of Keeping Children Safe in Education 2026.

22.2. Safeguarding concerns or allegations made about staff who no longer work at the Trust will be reported to the LADO.

23. Whistle blowing if you have concerns about a colleague

23.1. It is important that all staff and volunteers feel able to raise concerns about a colleague's practice. All such concerns should be reported to the CEO, unless the complaint is about the CEO, in which case concern should be reported to the Chair of Trustees.

23.2. Staff may also report their concerns directly to Family Help or the police if they believe direct reporting is necessary to secure action.

23.3. The Trust's Whistleblowing Policy allows staff to raise concerns or make allegations and for an appropriate enquiry to take place.

24. Staff and Trustee training

24.1. Our staff receive appropriate safeguarding and child protection training (including online safety and an understanding of the expectations, applicable roles and responsibilities in relation to filtering and monitoring) which is regularly updated. In addition, all staff receive safeguarding and child protection updates on a regular basis throughout the academic year to ensure they are up to date and empowered to provide exceptional safeguarding to our pupils.

24.2. New staff and volunteers receive a briefing during their induction which covers this Safeguarding and Child Protection policy and our staff behaviour policy, how to report and record concerns and information about our DSLs/DDSLs.

24.3. Our Trustees receive appropriate safeguarding and child protection (including online safety and an understanding of the expectations, applicable roles and responsibilities in relation to filtering and monitoring) training at induction which equips them with the knowledge to provide strategic challenge to test and assure themselves that there is an effective whole trust approach to safeguarding. This training is updated at least annually.

24.4. Our safeguarding Trustee receives additional training to empower them to support and challenge the DSL and support the delivery of high-quality safeguarding across the trust.

25. Safer recruitment

25.1. The governing body and our senior leadership team are responsible for ensuring that we follow recruitment procedures which help to deter, reject, or identify people who might harm children. When doing so, we check and verify the applicant's identity, qualifications, and work history in accordance with Keeping Children Safe in Education 2026 and the local safeguarding partner arrangements.

25.2. All relevant staff (involved in early years settings and/or before or after school care for children under eight) are made aware of the disqualification from childcare guidance and their obligations to disclose to us relevant information that could lead to disqualification.

25.3. We ensure that our volunteers are appropriately checked and supervised when in school. We check the identity of all contractors working on site and requests DBS checks where required by Keeping Children Safe in Education 2026. Contractors who have not undergone checks will not be allowed to work unsupervised during the school day. Any volunteers working in our settings, including EYFS, will not be permitted to begin working within the setting until we have received the volunteer's enhanced DBS certificate including barred list information.

25.4. When using supply staff, we will obtain written confirmation from supply agencies or third-party organisations that staff they provide have been appropriately checked and are suitable to work with children. Trainee teachers will be checked either by the school or by the training provider, from whom written confirmation will be obtained confirming their suitability to work with children.

25.5. The trust maintains the single central record of recruitment checks undertaken in each of our academies. The Trust's Safer Recruitment Policy can be found on our Trust website.

26. Site security

26.1. Visitors are asked to sign in at the school reception and are given a badge, which confirms they have permission to be on site. If visitors have undergone the appropriate checks, they can be provided with unescorted access to the school site. Visitors who have not undergone the required checks will be escorted at all times.

27. Child protection procedures

27.1. Recognising abuse

27.1.1. Abuse and neglect are forms of maltreatment. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Abuse may be committed by adult men or women and by other children and young people.

27.1.2. Keeping Children Safe in Education 2026 refers to four categories of abuse. These are set out at Appendix One along with indicators of abuse and neglect.

27.2. Taking action

27.2.1. Any child could become a victim of abuse. Key points for staff to remember for taking action are:

- In an emergency take the action necessary to help the child, if necessary, call 999.
- Inform the DSL/DDSL promptly, followed up by completion of an RT Safeguarding log on the Trust MIS
- The DSL/DDSL will then take the appropriate actions, and accurately record on the RT Safeguarding log all actions taken with reasons why

27.3. If you are concerned about a pupil's welfare

27.3.1. Staff may suspect that a pupil may be at risk. This may be because the pupil's behaviour has changed, their appearance has changed, or physical signs are noticed. In these circumstances, staff will give the pupil the opportunity to talk and ask if they are OK.

27.3.2. If the pupil does reveal that they are being harmed, staff should follow the advice below.

Staff are aware that children may not feel ready or know how to tell someone that they are being abused, exploited, or neglected, and/or they may not recognise their experiences as harmful. Children may feel embarrassed, humiliated, or are being threatened, which could be due to their vulnerability, disability and/or sexual orientation or language barriers. This will not prevent our staff from having a professional curiosity and speaking to our DSL/DDSL if they have concerns about a child.

27.4. If a pupil discloses to you

27.4.1. If a pupil tells a member of staff about a risk to their safety or wellbeing, the staff member will:

- Remain calm and not overreact.
- Allow them to speak freely.

- Not be afraid of silences.
- Not ask investigative questions
- Give reassuring nods or words of comfort – 'I'm so sorry this has happened', 'I want to help', 'This isn't your fault', 'You are doing the right thing in talking to me'.
- Not automatically offer physical touch as comfort.
- Let the pupil know that in order to help them they must pass the information on to the DSL/DDSL.
- Tell the pupil what will happen next and give them an opportunity to ask questions about what will happen next.
- Inform the DSL/DDSL
- Complete an RT Safeguarding log on the Trust MIS.
- Let the pupil know when they can expect to be updated or receive more information, emphasising that the pupil can talk to them or the DSL/DDSL at any time.

27.5. Notifying parents/carers

The school will normally seek to discuss any concerns about a pupil with their parents/carers. If the school believes that notifying parents/carers could increase the risk to the child or exacerbate the problem, advice will first be sought from Family Help and/or the police before parents/carers are notified.

28. Referral to children's social care

28.1. The DSL/DDSL will make a referral to Family Help if it is believed that a pupil is suffering or is at risk of suffering significant harm. The pupil (subject to their age and understanding) and the parents/carers will be told that a referral is being made, unless doing so would increase the risk to the child.

29. Reporting directly to child protection agencies

29.1. Staff should follow the reporting procedures outlined in this policy. However, they may also share information directly withFamily Help or the police if they are convinced that a direct report is required or if the DSL, DDSL, the head teacher, Trust Safeguarding and Compliance Lead, Trust CEO, or the chair of Trustees are not available, and a referral is required immediately.

30. Confidentiality and sharing information

30.1. Child protection issues necessitate a high level of confidentiality. Staff should only discuss concerns with the DSL/DDSL, headteacher, or chair of Trustees.

30.2. Sharing information

The school has a statutory duty to share information where the DSL considers that the information is relevant to safeguarding or promoting welfare of a child and that sharing it may assist the recipient organisation to exercise its safeguarding functions. The duty extends to information about any adult or other individual connected to the child where that information is relevant to the child's safety or welfare.

The DSL will inform the child and/or their parents or carers about what information has been shared and why, unless there is good reason not to. Consent from the child, parent or carer is not required before sharing. This is a transparency obligation, not a requirement to obtain consent before sharing again.

Data protection law provides the framework for sharing information lawfully and proportionately; it is not a barrier to sharing. If any member of staff receives a request from a pupil or parent to see child protection records, they will refer the request to the Data Protection.

Where the DSL determines through their professional judgement that sharing relevant information would be more detrimental to the child than not sharing, they will withhold the information. All decisions, whether to share or not to share, will be recorded with clear reasons.

30.3. Storing information

30.3.1. Child protection information will be stored separately from the pupil's school file. It will be stored and handled in line with our Data Protection and Records Management and Retention Schedule policies.

30.3.2. Where a child transfers to a new school, the DSL will transfer the child protection file and any other relevant welfare or safeguarding information to the child's new school.

30.3.3. Both policies are available on the Trust website.

31. Special circumstances

31.1. Looked after children

The most common reason for children becoming looked after is as a result of abuse or neglect. The school ensures that staff have the necessary skills and understanding to keep looked after children safe. Appropriate staff have information about a child's looked after status and care arrangements, including the level of authority delegated to the carer by the authority looking after the child. The details of the child's social worker and the name and contact details of the local authority's virtual head for children in care is recorded on the Trust MIS.

31.2. Children who have a social worker

Children may need a social worker due to safeguarding or welfare needs. Local authorities will share this information with us, and the DSL/DDSL will hold and use this information to inform decisions about safeguarding and promoting the child's welfare.

31.3. Private fostering arrangements

31.3.1. A private fostering arrangement occurs when someone other than a parent or a close relative cares for a child for a period of 28 days or more, with the agreement of the child's parents. It applies to children under the age of 16 or aged under 18 if the child is disabled. By law, a parent, private foster carer, or other persons involved in making a private fostering arrangement must notify children's services as soon as possible.

Where a member of staff becomes aware that a pupil may be in a private fostering arrangement, they will tell the DSL/DDSL, and the school will notify the local authority of the circumstances.

Appendix 1: Four categories of abuse

It is vital that staff are also aware of the range of behavioural indicators of abuse and neglect and report any concerns to the DSL/DDSL. It is the responsibility of staff to report their concerns.

All staff should be aware that abuse, neglect, exploitation, and safeguarding issues are rarely stand-alone events that can be covered by one definition or label. In most cases, multiple issues will overlap with one another. All staff are also aware of the indicators of abuse, neglect, exploitation and modern slavery, understanding that children can be at risk of harm inside and outside of the school, inside and outside of home, and online.

1 Physical abuse

Physical abuse is a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Indicators of physical abuse

The following may be indicators of physical abuse:

- Have bruises, bleeding, burns, bites, fractures or other injuries.
- Show signs of pain or discomfort.
- Keep arms and legs covered, even in warm weather.
- Be concerned about changing for PE or swimming.
- An injury that is not consistent with the account given.
- Symptoms of drug or alcohol intoxication or poisoning.
- Inexplicable fear of adults or over-compliance.
- Violence or aggression towards others including bullying.
- Isolation from peers.

2 Emotional abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child from participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Indicators of emotional abuse

The following may be indicators of emotional abuse:

- The child consistently describes him/herself in negative ways.
- Over-reaction to mistakes.
- Delayed physical, mental, or emotional development.
- Inappropriate emotional responses, fantasies.
- Self-harm.
- Drug or solvent abuse.
- Running away.
- Appetite disorders – anorexia nervosa, bulimia; or
- Soiling, smearing faeces, enuresis.

3 Sexual abuse

Sexual abuse involves forcing, causing or inciting a child or young person to take part in sexual activities, not necessarily involving violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or penetration with an object) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children. Children are more likely to know their abuser, than not. Children under the age of 13 years cannot legally consent to sexual activity.

Indicators of sexual abuse

The following may be indicators of sexual abuse:

- Sexually explicit play or behaviour or age-inappropriate knowledge.
- Aggressive behaviour including sexual harassment or molestation.
- Reluctance to undress for PE or swimming.
- Anal or vaginal discharge, soreness, or scratching.
- Bruises or scratches in the genital area.
- Reluctance to go home.
- Refusal to communicate.
- Depression or withdrawal.
- Isolation from peer group.
- Eating disorders, for example anorexia nervosa and bulimia.
- Self-harm.
- Substance abuse.
- Acquiring gifts such as money or a mobile phone from new ‘friends’.

4 Neglect

Neglect is the persistent failure to meet a child’s basic physical and/or psychological needs, likely to result in the serious impairment of the child’s health or development. Neglect may occur during pregnancy, for example, as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing, and shelter (including exclusion from home or abandonment).
- Protect a child from physical and emotional harm or danger.
- Ensure adequate supervision (including the use of inadequate caregivers); or
- Ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child’s basic emotional needs.

Indicators of neglect

The following may be indicators of neglect:

- Constant hunger or stealing, scavenging and/or hoarding food.
- Frequent tiredness.
- Frequently dirty or unkempt.
- Poor attendance or often late.
- Poor concentration.
- Illnesses or injuries that are left untreated.
- Failure to achieve developmental milestones or to develop intellectually or socially.
- Responsibility for activity that is not age appropriate such as cooking, ironing, caring for siblings.
- The child is left at home alone or with inappropriate carers.

Appendix 2: Related safeguarding policies

- Staff Code of Conduct
- Positive Behaviour Change Policy
- Intimate Care Procedure
- Feedback, Concerns and Complaints Procedure
- Anti Bullying Procedure
- Whistleblowing Policy
- Special Educational Needs Policy
- Safer Recruitment Policy
- Managing Allegations Against Adults Policy
- Grievance and Disciplinary Procedures
- RT Staff Handbook
- Data Protection Policy
- Records Management and Retention Schedule

Appendix 3: Additional Advice and support

Abuse
• What to do if you're worried a child is being abused – DfE advice
• Domestic abuse: Various Information/Guidance - Home Office (HO)
• Faith based abuse: National Action Plan - DfE advice
• Relationship abuse: Disrespect NoBody Campaign- Home Office website

Bullying
• Preventing and Tackling Bullying - DfE advice
• Cyber bullying: advice for Head Teachers and school staff - DfE advice

Children missing from education, home or care
• Children missing education - DfE statutory guidance
•-Children who run away or go missing from home or care - DfE statutory guidance
• Children and adults missing strategy - Home Office strategy

Children with family members in prison
• National Information Centre on Children of Offenders - Barnardo's in partnership with HM Prison and Probation Service

Child Exploitation
• Trafficking: safeguarding children - DfE and HO guidance

Drugs
• Drugs: advice for schools – DfE and ACPO advice
• Drug strategy 2017 - Home Office strategy
• Information and advice on drugs - Talk to Frank website
• ADEPIS platform sharing information and resources for schools: covering drug (& alcohol) prevention - Website by Mentor UK

"Honour Based Abuse" (so called)
• Female genital mutilation: information and resources- Home Office guidance
• Female genital mutilation: multi agency statutory guidance - DfE, DH, and HO statutory guidance

Health and Well-being
• Fabricated or induced illness: safeguarding children - DfE, DH, HO, NHS
• Rise Above: Free PSHE resources on health, wellbeing and resilience - Public Health England
• Medical-conditions: supporting pupils at school - DfE statutory guidance
• Mental health and behaviour in schools - DfE advice

Homelessness
• Homelessness code of guidance for local authorities - Ministry of Housing, Communities & Local Government guidance

Online
• Sharing nudes and semi-nudes: advice for education settings working with children and young people - UK Council for Internet Safety

Private fostering
• Private fostering: local authorities - DfE statutory guidance

Radicalisation
• Prevent duty guidance- Home Office guidance

• Educate Against Hate website - DfE and Home Office advice
• Prevent for FE and Training - Education and Training Foundation (ETF)

Upskirting
• Upskirting know your rights – UK Government

Violence
• Advice to schools and colleges on gangs and youth violence - Home Office advice
• Violence against women and girls: national statement of expectations - Home Office guidance
• Serious violence strategy - Home Office Strategy

Appendix 4: Raedwald Trust Early Help Offer

Raedwald Trust: Early Help Offer	
SSCB website.	Important information for parents/carers and professionals across Suffolk in relation to keeping children safe and avenues of support including early help options. https://www.suffolksp.org.uk/ (Suffolk Safeguarding Children's Board)
RT universal support for all RT pupils and families.	All RT staff are available in a pastoral capacity should parents or carers have a concern about anything at all. RT staff may not have the answer but will try to find out the answer or signpost parents/carers/other professionals in the right direction. Parents/carers can either talk directly with the RT staff or Head teacher. RT staff are available within office hours (8.30am – 4.30pm on weekdays during term-time). Alderwood Academy – 01473 725860 First Base Bury St Edmunds Academy – 01284 762453 First Base Ipswich Academy – 01473 719553 Parkside Academy Lindbergh Road– 01473 719559 Parkside Academy Spring Road – 01473 717013 St Christopher's Academy – 01473 725115 The Albany Academy – 01473 550472 Westbridge Academy – 01473 251329
RT Personal Development Curriculum	RT have combined PSHE (Personal Social Health Education), SRE (Sex and Relationships Education) and SMSC (Spiritual Moral Social and Cultural) Education and Careers Education, Advice and Guidance and called it the Personal Development Curriculum. The comprehensive RT Personal Development curriculum covers many aspects of keeping young people safe, healthy, resilient and aware of the world around them so that they can make informed decisions. Where pupils have specific issues that need discussing or addressing we will make their Personal Development curriculum bespoke to them. Other specific topics helping pupils stay safe covered within the wellbeing curriculum include (age appropriate content): Sex education: positive relationships, contraception help/advice/where to get further information. Fertility and the impact of STIs/drugs, legal consent age and the definition of informed consent. Gender, identity and tolerance: preventing homophobic and transphobic bullying; preventing bullying of pupils from different types of families (e.g. same sex parents/carers); avoiding anti-gay derogatory language; Gender identity - there isn't such thing as a typical girl or a typical boy. Understanding and acceptance of others different than us, including those with different religions. Drugs: Alcohol, Smoking and illegal drugs. Keeping Safe: Online safety (safe use of Facebook and internet); personal safety (out and about); How to respond to an emergency; Sharing nudes and semi-nudes (previously known as Sexting) - what is it, is it illegal and how to take control and stay safe. Appropriate assertiveness. How to stay safe from radicalisation and extremism, how to stay safe from teenage relationship abuse and other current safeguarding issues. Emotional well-being: Where to go for help if you, your friend or family member is struggling with emotional well-being/mental health problems, what the signs are that someone is struggling, what makes you feel good; How to look after your own emotional well-being; Personal strength and self-esteem; Stress management; more effective coping mechanisms than self-harming behaviours, suicide

	prevention and recognising that not everyone is happy all of the time. Relationships: How to make and maintain positive friendship; family relationships; different types of families; abusive relationships (recognition of teenage relationship abuse and child on child abuse) Healthy Living: Taking responsibility for managing your own health; importance of sleep; the main components of healthy living (diet, exercise and wellbeing); focus on breakfast; managing health and wellbeing when you are unwell (making sure you take your medicine when you should, have the right perspective, doing what you can do within the limitations of your health condition) Healthy and respectful relationships, respectful behavior and consent and how sexual violence and sexual harassment is always wrong. We have an open, honest and respectful culture in our schools.
Home-school support	When a dual registered/inpatient young person is due to return to their school, both parents/carers and pupils may feel they need some specific support. Part of the role of RT is to liaise with the home-school while pupils are with RT. Schools have their own offer or early help as well as targeted support. RT can speak to schools about support that might be needed or may help in whatever circumstance. Generally, support required is discussed at reintegration planning meetings.
Helping pupils know where to go for help if they need help.	Information on where pupils can get help include: Samaritans national contact ring Freephone: 116 123 (UK) Childline: 0800 1111 YoungMinds www.youngminds.org.uk (web-based support for young people and parents/carers) Chat Health – School Nurse Service: 07507 333356
Online safety	www.ceop.police.uk www.nspcc.org.uk www.esafety-adviser.com
Whistle blowing	If a member of RT staff is concerned about the conduct or behaviour of another member of staff, visitor or volunteer, they are aware of the RT Whistle Blowing Policy and to report it immediately to the Head Teacher. If the concern is about the Head Teacher, then they will inform the Trust CEO
RT link to mental health services	The RT has its own Mental Health First Aiders? and work closely with mental health services. Through our links, we are able to help with all aspects of well-being including support during transitions such as reintegration back to school, and how to manage exam anxiety. The RT often provides advice and guidance to school staff on how to support children and young people with complex mental health difficulties.
Bullying (including cyber-bullying)/child death/suicide /prevention	All Suffolk schools including RT schools are committed to tackling bullying. We want to know immediately if there any issues with bullying at RT so that it can be addressed. It could be that bullying is related to a child's home-school. RT staff can contact the school if parents/carers do not feel comfortable doing so. RT can also offer bespoke lessons on anti-bullying for anyone who has suffered bullying to encourage behaviours that might avert it in the future (e.g. assertiveness) or to boost self-esteem. In serious cases of bullying parents/carers should contact the police; particularly if there are threats involved. In an emergency call 999 or 101. Other sources of help and advice are: http://www.suffolksp.org.uk (Suffolk Safeguarding Partnership) and http://www.familylives.org.uk Education about bullying is an integral part of the RT Personal Development programme.

Suffolk Local Offer	Services for children and young people in Suffolk (aged 0-25) with special educational needs and disabilities https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/localoffer.page?localofferchannelnew=0
Suffolk Safeguarding	The Families First for Children reforms are reshaping how services work together to support children and families. Family Help is a key element of the reforms, which aim to ensure families receive the right help at the right time, with support that is joined up, relationship-based and focused on children's needs. In Suffolk, changes have been made to the way children, young people and their families are supported through a Family Help approach. This brings together targeted early help and child in need services to remove thresholds with a focus on needs so that families can get the right help, at the right time, in a way that works for them. From 1st September 2026, multi-agency referral forms and early help assessments have been replaced by a single 'Request for Support', which can be completed in one of three ways – via the 'Request for Support portal form', via phone call to Customer Care, or via email to Customer Care.
Professional Consultation Line	The Professional Consultation Line is available for partner agencies to talk through worries about a child before making a referral. 0345 606 1499
Drug concerns	Drugs education is covered in the RT Personal Development curriculum as a preventative measure.
Child Sexual exploitation (CSE)	Any concerns that a child is being sexually exploited should be discussed with the DSL/DDSL in the first instance. The CSE screening toolkit for professionals (can be located on the Suffolk Safeguarding Partnership website: http://www.suffolksp.org.uk and should be completed if CSE is suspected. Clear information about CSE and warning signs can be found in the on the same website.
Domestic abuse	For more information, please refer to the following website https://www.suffolksp.org.uk/support-for-domestic-abuse
Teenage relationship abuse	Pupils at RT are taught about positive relationships in the Personal Development Curriculum (see SRE above). All violence or suspected violence in teenage relationships should be reported to the DSL/DDSL.
Fabricated illness	For information on behaviours and motivation behind FI: https://www.suffolksp.org.uk/fabricated-illness#gsc.tab=0
Female genital mutilation (FGM)	Female Genital Mutilation (FGM) comprises all procedures involving partial or total removal or the external female genitalia. FGM is illegal in the UK and as of October 2015 mandatory reporting commenced. If staff discover that an act FGM appears to have been carried out on a girl under 18 years old there is a statutory duty to report it to the police. Read http://www.nhs.uk/Conditions/female-genital-mutilation for NHS information and signs of FGM. Any suspicion of FGM should be referred to the Police andFamily Help. All RT staff have received training on FGM.
Forced marriage / Honour based abuse	Suffolk Safeguarding Partnership information can be found at https://suffolkscp.trixonline.co.uk/chapter/forced-marriage Call 999 (police) in an emergency. Please see 'Multi-Agency Practice Guidelines- Handling cases of Forced Marriage' for more information and detail: https://www.gov.uk/forcedmarriage.

	All staff must be aware of this, that is they may only have one chance to speak to a potential victim and thus they may only have one chance to save a life. This means that all practitioners working within statutory agencies need to be aware of their responsibilities and obligations when they come across forced marriage cases. If the victim is allowed to walk out of the door without support being offered, that one chance might be wasted. Prevention - www.freedomcharity.org.uk The Freedom Charity (UK charity) have a helpline, text facility and app which can be downloaded to help to provide support and protection for victims of abuse, FGM or forced marriage. They can be contacted on tel: 0845 607 0133 or text 4freedom to 88802 or go to the website to download the app from the app page. Karma Nirvana - This organisation offers support, information and help with re-housing to victims of forced marriages, domestic violence and honour-based crimes. It also offers a bi-lingual service. UK Helpline: 0800 5999 247 https://karmanirvana.org.uk
Gender-based violence/ violence against women and girls	Home office policy tackling violence against women and girls – July 2021. The Ferns Sexual Assault Referral Centre https://theferns-suffolk.org.uk Call: 0330 223 0099
Private fostering	Suffolk County council website information on private fostering. https://www.suffolk.gov.uk/children-families-and-learning/keeping-children-safe/private-fostering A private fostering arrangement is essentially one that is made without the involvement of a local authority. Private fostering is defined in the Children Act 1989 and occurs when a child or young person under the age of 16 (under 18 if disabled) is cared for and provided with accommodation, for 28 days or more, by someone who is not their parent, guardian or a close relative. (Close relatives are defined as; step-parents, siblings, brothers or sisters of parents or grandparents).
Radicalisation and Extremism (PREVENT duty).	Prevention: RT teach traditional British values through the Personal Development and RE Curriculums, and through its pastoral programmes: democracy, rule of law, respect for others, liberty, tolerance of those with different faiths and beliefs and promotion of 'Britishness'. Online-safety is an important aspect of the curriculum to keep pupils safe from radicalisation. Pupils need to understand that radicalisation can be a form of grooming online and understand the notion of propaganda. They need to be taught to be discerning about what they read on the internet as the dangers of speaking to strangers online. All RT staff and Trustees have completed Prevent training. Any concerns regarding extremist behaviour must be reported to the DSL/DDSL.
Sharing nudes and semi-nudes (previously known as Sexting)	Prevention: pupils are taught about the dangers and legal implications of sharing nudes and semi-nudes through the PSHE and IT lessons. Advice for schools: UK Council for Internet Safety - GOV.UK (www.gov.uk) Further information can be found at: https://www.nspcc.org.uk/keeping-children-safe/online-safety/sexting-sending-nudes/ Childnet: http://www.childnet.com/help-and-advice/sexting Booklet: 'So you got naked online' can be accessed at https://swgfl.org.uk/resources/so-you-got-naked-online/

Child Trafficking and Modern Day Slavery	Trafficking can include a young person being moved across the same street to a different address for the purpose of exploitation. It doesn't have to include people, children or young people being moved great distances. Local information from Suffolk Safeguarding Partnership can be found at: https://www.suffolksp.org.uk/
Children who run away or go missing	Talk to us - Missing People have a free Helpline open every day via call, text, and online chat for those who are missing, thinking of going missing, and their loved ones. Contact them on 116 000. Local procedures can be found on SSP website at: https://suffolksp.org.uk/parents-and-carers/missing-children/
CME (Children missing education) A child missing from education is a potential indicator of abuse or neglect. Keeping Children Safe in Education (2025) has further information on CME which has been read by all RT staff.	Local procedures can be found on Suffolk County Council website at: https://www.suffolk.gov.uk/children-families-and-learning/schools/pupil-attendance-and-welfare/children-missing-from-education Children Missing Education (CME) refers to 'any child of compulsory school age who is not registered at any formally approved education activity e.g. school, alternative provision, elective home education, and has been out of education provision for at least 4 weeks'. CME also includes those children who are missing (family whereabouts unknown and are usually children who are registered on a school roll / alternative provision. This might be a child who is not at their last known address and either: has not taken up an allocated school place as expected, or has 10 or more days of continuous absence from school without explanation, or left school suddenly and the destination is unknown. It is the responsibility of the Local Authority (LA), to collate information on all reported cases of CME of statutory school aged children.
Refugee and Asylum Seeker Support	Ukraine: anti-slavery safeguarding Protecting Ukrainian refugees from the risk of trafficking and being exploited on their arrival in the UK is a priority for councils and is a focus of discussions with the Government. Suffolk Safeguarding Partnership are also engaging on Ukraine specific risks with partners in the anti-trafficking sector whom they work with regularly on wider modern slavery risks and practice. The anti-trafficking charity Hope for Justice have collated a suite of materials that will support organisations working with new arrivals from Ukraine. Councils may also find useful the resources signposted in the recent guidance on modern slavery and homelessness, as well as the resources on the SSP's modern slavery webpage. Further information can be found at: https://suffolksp.org.uk/working-with-children-and-adults/refugee-and-asylum-seeker-support/