

MIAG



Safeguarding and Child Protection Policy

Ratified by Chair of Gvs:

.

Signed by

Date

Date:

Review Date:



Safeguarding Policy Introduction – MIAG (Meeting Individual Aspirations & Goals)

This policy has been written to ensure full compliance with the latest statutory guidance, including:

- ✚ *Keeping Children Safe in Education (KCSIE) – September 2025*
- ✚ *Working Together to Safeguard Children – updated December 2023*
- ✚ *The Children Act 1989 and 2004, Education Act 2002, and The Online Safety Act 2023*
- ✚ *Local safeguarding partnership arrangements*

MIAG fully recognises its **statutory** (legal) and **moral** duty to safeguard and promote the welfare of all children and young people in our care.

As a small, specialist provider working with learners who have Social, Emotional and Mental Health (SEMH) needs, and others who may be vulnerable or disengaged from mainstream education, we are especially committed to:

- ✚ Creating a safe, supportive environment where every learner feels respected, heard, and protected
- ✚ Identifying and responding to concerns early, before they escalate
- ✚ Working in close partnership with families, local authorities, and safeguarding agencies
- ✚ Empowering young people to understand their rights and how to seek help if they feel unsafe

This policy is for:

- ✚ **Learners**, to understand their rights and how we keep them safe
- ✚ **Parents and carers**, to know how we protect children and how they can raise concerns
- ✚ **Staff and volunteers**, to follow best practice and legal duties in safeguarding
- ✚ **Professionals and agencies**, to work with us in coordinated, effective safeguarding practice

We review this policy annually and update it when new legislation or guidance is issued.



Definition:

At MIAG, we use the following definitions in line with **Keeping Children Safe in Education (KCSIE, 2025)** and **Working Together to Safeguard Children (2023)**.

Safeguarding means:

- ✚ Protecting children from **abuse** and **maltreatment**
- ✚ Preventing harm to their **health or development**
- ✚ Making sure children grow up with **safe and effective care**
- ✚ Taking action to help children achieve the **best possible outcomes** in life

Safeguarding is **everyone's responsibility**. All staff, volunteers, families and professionals have a part to play.

Child Protection is a part of safeguarding.

It refers specifically to the **urgent action** taken when:

- ✚ A child is **suffering significant harm**, or
- ✚ A child is **at risk** of suffering such harm

In these situations, immediate steps are taken to **protect the child** and keep them safe.

Safeguarding Responsibilities at MIAG:

At MIAG, **safeguarding and promoting the welfare of children is everyone's responsibility**.

Anyone who works with or supports children — including staff, volunteers, families, and professionals — plays a vital role in:

- ✚ Identifying concerns
- ✚ Sharing information appropriately
- ✚ Taking timely and effective action

To safeguard effectively, we always take a **child-centred approach**, which means asking: **What is in the best interests of the child?**



MIAG is committed to safeguarding by:

- ✚ Providing a **safe, supportive environment** where children and young people can learn and thrive
 - ✚ Fulfilling our **legal duties** to identify children who may be in need of extra help or who are suffering, or at risk of suffering, **significant harm**
-

Our safeguarding approach is guided by:

Key Legislation:

- ✚ *Children Act* (1989 and 2004)
- ✚ *Education Act* (2002 and 2011)
- ✚ *Education and Inspections Act* (2006)
- ✚ *Online Safety Act* (2023)

Statutory Guidance:

- ✚ *Keeping Children Safe in Education* (KCSIE, 2025)
- ✚ *Working Together to Safeguard Children* (2023 update)
- ✚ *Teacher Standards* (2012), which require staff to uphold children's wellbeing and public trust in the profession

Non-Statutory Guidance:

- ✚ *What to do if you're worried a child is being abused – advice for practitioners* (2015)

 **Further documentation and procedures can be found in Appendix A.**



Responsibilities of All Staff at MIAG:

Every adult at MIAG — regardless of their role — has a **duty to safeguard and protect** the children and young people in our provision. This includes:

- ✚ **Identifying concerns early** and offering help before issues escalate
- ✚ Discussing concerns immediately with the **Designated Safeguarding Lead (DSL)**
- ✚ Following the correct process for **recording and sharing information**
- ✚ Ensuring that the decision to share information is always based on what will **keep a child safe**
- ✚ Following the **referral procedures outlined in Appendix B**

Overall Aims:

This Safeguarding Policy helps to protect all learners at MIAG by:

Creating a Safe and Supportive Environment

- ✚ Building a **strong safeguarding culture** based on mutual respect, shared values, and emotional safety
- ✚ Teaching students how to **stay safe**, both offline and online, through a broad and balanced curriculum
- ✚ Promoting open conversations so students feel safe to share worries and seek help

Raising Awareness Among Staff

- ✚ Helping staff to **recognise the signs** of abuse, neglect, exploitation, and other safeguarding issues
- ✚ Increasing awareness of the **risks and challenges** our learners may face, including those linked to social, emotional, and mental health (SEMH) needs
- ✚ Ensuring staff can **act early** to support students and prevent concerns from escalating

Working Together

- ✚ Building strong **partnerships with families**, carers, and professionals
- ✚ Encouraging collaborative, joined-up responses to safeguarding concerns



- ✚ Promoting shared responsibility to **reduce risks** of harm, including violence, exploitation, extremism, or victimisation
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This policy also supports our learners by:

- ✚ **Identifying and protecting** those who may be especially vulnerable
- ✚ Recognising and responding to **individual needs** as early as possible
- ✚ Designing appropriate, person-centred **support plans** in partnership with families and professionals

Expectations:

◆ All MIAG Staff Will:

- ✚ Be **familiar with this Safeguarding Policy** and understand their role in keeping children safe
- ✚ Undergo **Safer Recruitment** checks before employment and follow safeguarding procedures throughout their role
- ✚ Contribute, where appropriate, to the implementation of:
 - Individual Education Plans (IEPs)
 - Integrated Support Plans
 - Child in Need Plans
 - Child Protection Plans
- ✚ Remain **alert to signs and indicators of abuse or neglect**, including changes in behaviour, physical signs, or disclosures
- ✚ Report all concerns using the **MIAG Concern Reporting Form**, following these steps:
 1. **Contact the Designated Safeguarding Lead (DSL) or Deputy DSL**
 2. **Receive confirmation** of receipt and next steps
 3. **Record and store the concern** appropriately and confidentially

⚠ If a child is in **immediate danger** or at **risk of serious harm**, any staff member can and must make a **direct referral** to **Children's Social Care** and/or the **Police** immediately.

The DSL must be informed as soon as possible if the referral is made by someone else.



♦ All Visitors Will:

- ✚ Be provided with and are expected to read MIAG's **Child Protection Reporting Procedure**
- ✚ Wear a **visitor badge** at all times, which includes key safeguarding contact information
- ✚ Report any safeguarding concerns **immediately** to a member of staff or the DSL

Safeguarding Training:

MIAG is committed to ensuring that all staff are **well-trained, confident, and informed** to safeguard the children and young people in our care.

■ Mandatory Reading

- ✚ All staff must read and understand **Part One of Keeping Children Safe in Education (KCSIE 2025)**
 - For staff who do not work directly with children, a condensed version (Part One or Annex A) may be used as appropriate, in line with guidance

🏠 Staff Training

- ✚ All staff will receive **comprehensive safeguarding and child protection training** as part of their induction
- ✚ Training is:
 - **Regularly updated** (at least annually)
 - Delivered through a combination of **in-person sessions, e-bulletins, emails, and staff meetings**
 - Designed to equip staff with the **knowledge and skills needed to identify and respond** to safeguarding concerns effectively

🔔 Whistleblowing

- ✚ **Whistleblowing procedures** are covered during whole-staff training
- ✚ All staff are made aware of **how to report concerns** about safeguarding practices within MIAG, including concerns about adults working with children

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Designated Safeguarding Lead (DSL) & Deputy Training

- ✚ The DSL and Deputy DSL(s) undertake **specialist safeguarding training**, refreshed **every two years**
- ✚ This training provides the advanced skills needed to:
 - Respond to complex safeguarding issues
 - Lead on multi-agency working
 - Provide guidance and support to staff

Induction

- ✚ All new staff receive **safeguarding training as part of induction**, including:
 - The MIAG Safeguarding Policy
 - The role of the DSL
 - The *Code of Conduct*
 - Whistleblowing procedures
- ✚ Training is consistent with guidance from the **Keeping Bristol Safe and Safeguarding Partnership (KBSSP)** and **BANES Community Safety and Safeguarding Partnership (BCSSP)**

Safer Recruitment

- ✚ MIAG ensures that **at least one member** of any appointment panel has completed **Safer Recruitment training**, in line with the *School Staffing (England) Regulations 2009*

Prevent Duty

- ✚ The DSL completes **Prevent awareness training** and provides staff with support to:
 - Recognise signs of **radicalisation** or **extremist ideologies**
 - Take appropriate action in line with the **Prevent Duty (2015)**

Online Safety Training

- ✚ **Online safety** is treated as a core part of safeguarding training
- ✚ Staff are trained to recognise:
 - **Online risks**, including grooming, bullying, and exploitation
 - How to educate and support students in navigating the **digital world safely**



- ✚ Online safety training is **aligned with MIAG's whole-school safeguarding approach** and updated in line with the **Online Safety Act 2023**

Role of the Designated Safeguarding Lead (DSL):

At MIAG, the **Designated Safeguarding Lead (DSL)** is a senior member of staff who holds overall responsibility for safeguarding and child protection. Although some responsibilities may be delegated to **appropriately trained Deputy DSLs**, the **DSL retains ultimate accountability**.

Contact details for the DSL and Deputy DSL are published on the www.miag.co.uk

◆ Key Responsibilities

The DSL is responsible for:

1. Managing Referrals

- ✚ Referring cases of suspected abuse to **Children's Social Care**
- ✚ Referring concerns about **radicalisation** to the **Channel Programme**
- ✚ Referring individuals to the **Disclosure and Barring Service (DBS)** when a person poses a risk of harm to children
- ✚ Notifying the **police** where a criminal offence may have been committed
- ✚ Supporting and guiding staff in making their own referrals when appropriate

2. Seeking Parental Consent

- ✚ Working with commissioning schools/PRUs to gain parental consent for referrals
- ✚ Making referrals **without parental consent** if a child is at risk of significant harm or if seeking consent would increase the risk

3. Multi-Agency Working

- ✚ Attending and contributing to **Child Protection Conferences** and **Core Group meetings**
- ✚ Implementing and monitoring **multi-agency Child Protection Plans**
- ✚ Liaising with the **Local Authority Designated Officer (LADO)** when allegations are made against staff or volunteers

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- *If the allegation involves a director or senior member of staff, the Proprietor will liaise with the LADO directly*

4. Staff Training and Oversight

- ✚ Ensuring the DSL and Deputy DSLs complete **statutory safeguarding training every 2 years**
- ✚ Delivering or organising training for all staff on:
 - **Child Protection awareness**
 - **Prevent Duty**
 - **Child Sexual Exploitation (CSE)**
 - **Female Genital Mutilation (FGM)**
- ✚ Ensuring training logs are up-to-date and staff receive **annual updates**

5. Policy Awareness

- ✚ Ensuring the Safeguarding and Child Protection Policy is:
 - Understood and followed by all staff
 - Reviewed and updated annually
- ✚ Providing an **annual safeguarding report** to the Proprietor and relevant stakeholders

6. Managing Safeguarding Information

- ✚ Overseeing the secure **collection, storage, transfer, and monitoring** of safeguarding files
- ✚ Ensuring information is appropriately shared with commissioning schools/PRUs and other professionals
- ✚ Maintaining confidentiality while ensuring timely information-sharing where needed

7. Safer Recruitment

- ✚ Ensuring MIAG follows **Safer Recruitment practices**, including:
 - DBS checks
 - ID verification
 - Qualification and employment history checks
 - Character and professional references
 - Eligibility to work in the UK
- ✚ Ensuring **original DBS certificates** are seen before employment begins



- ✚ Keeping an up-to-date **Single Central Record (SCR)** available for commissioning schools and PRUs to inspect

8. Availability and Support

- ✚ Ensuring the DSL or Deputy DSL is **available during term time and school hours** to respond to safeguarding concerns
- ✚ Cooperating with external agencies and attending safeguarding meetings and case conferences as required

Role of the Proprietor:

The **Proprietor of MIAG** holds overall accountability for ensuring the provision meets its **statutory safeguarding duties** and maintains a strong safeguarding culture. The Proprietor is committed to ensuring that safeguarding is embedded across all areas of the organisation.

The Proprietor will ensure that:

✓ Safeguarding Framework

- ✚ MIAG has an up-to-date **Child Protection and Safeguarding Policy**, in line with guidance from the **Keeping Bristol Safe Partnership (KBSP)**; **BANES Community Safety and Safeguarding Partnership (BCSSP)** and statutory guidance from **KCSIE 2025**
- ✚ The policy is **reviewed annually** and made available to all stakeholders, including staff, parents/carers, and commissioning schools

✓ Safer Recruitment

- ✚ Safer recruitment procedures are followed, and all appropriate **pre-employment checks** are completed for staff and volunteers, including:
 - DBS checks
 - Identity verification
 - Employment history checks
 - Right to work in the UK
 - Professional qualifications and references
 - Medical Disclaimer Forms



✓ Leadership and DSL Oversight

- ✚ A **Designated Safeguarding Lead (DSL)** is appointed from the senior leadership team
- ✚ The DSL undertakes appropriate safeguarding training and **refresher training at least every two years**
- ✚ There is a **Deputy DSL** available to act in the DSL's absence

✓ Training and Staff Awareness

- ✚ All Directors and staff who work with children and young people:
 - Receive **regular safeguarding and child protection training**
 - Understand their safeguarding responsibilities in line with **KCSIE 2025**
- ✚ **Temporary staff, contractors, and volunteers** are made aware of MIAG's safeguarding arrangements and expectations during induction

✓ Response to Concerns

- ✚ MIAG has effective and clear **procedures for managing concerns and allegations** against staff or volunteers
- ✚ Any **deficiencies or weaknesses** in safeguarding practice are identified and addressed **without delay**

✓ Liaison with External Agencies

- ✚ A nominated Proprietor is responsible for:
 - Liaising with the **Local Authority Designated Officer (LADO)** in cases where allegations are made against the DSL or a senior member of staff
 - Ensuring **cooperation with external agencies** when needed to safeguard children and young people



Creating a Culture of Safeguarding:

At MIAG, safeguarding is not just about following policies and procedures—it is embedded in our everyday practice, interactions, and ethos. We are committed to creating a **safe, respectful, and inclusive learning environment** where children and young people feel secure, valued, and heard.

✓ Safer Recruitment and Selection

- ✚ MIAG follows the **safer recruitment guidance** outlined in *Keeping Children Safe in Education (KCSIE) 2025*
- ✚ All staff, volunteers, and visitors who work with learners are thoroughly vetted to ensure they are safe to do so
- ✚ At least one member of any recruitment panel will be trained in **safer recruitment practices**

✓ Staff Support

- ✚ We recognise that safeguarding work can be **emotionally demanding** and sometimes distressing
- ✚ Staff are encouraged to speak openly with the **Designated Safeguarding Lead (DSL)** if they are affected by any issues or disclosures
- ✚ Additional support or supervision will be provided where appropriate

✓ Learner Support and Empowerment

- ✚ Learners are taught how to **keep themselves safe**, both in and out of school, through a carefully planned curriculum
- ✚ Our **PSHE (Personal, Social, Health and Economic Education)** programme includes topics such as:
 - Emotional literacy and self-esteem
 - Healthy relationships and consent
 - Online safety and digital wellbeing
 - Bullying and peer-on-peer abuse
 - Managing risk and seeking help
- ✚ We actively promote a culture where learners are confident to speak up and know who to go to if they need help

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✓ Whole-Setting Approach

- ✚ Safeguarding is linked to all relevant policies, including:
 - **Anti-bullying**
 - **Positive Behaviour and Relationships**
 - **Equal Opportunities**
 - **Health and Safety**
 - **Online Safety**
- ✚ These policies work together to protect Learners from harm and promote their wellbeing

✓ Safeguarding Ethos

- ✚ Safeguarding at MIAG is underpinned by our core values:
 - **Respect:** All children are treated with dignity and taught to respect others
 - **Safety:** All children should feel safe and supported at all times
 - **Voice:** Every learner has a right to be heard and taken seriously
- ✚ Staff are expected to maintain an attitude of **“it could happen here”** and act promptly on any concerns
- ✚ The best interests of the child are always the **top priority** in any decision-making

What MIAG Staff Need to Know About Safeguarding:

Keeping our learners safe is **everyone’s job**. This means we all need to know what to do if we are worried about a young person.

👥 Who to Talk to

- ✚ Know who the **Designated Safeguarding Lead (DSL)** is, and any **Deputy DSLs**
- ✚ The **Proprietor** (the person in charge) is also responsible for making sure safeguarding is done properly.

📖 What Staff Must Do

All staff must:

- ✚ Read and understand this safeguarding policy. Check it again every year or when it changes
- ✚ Read **Part 1 of "Keeping Children Safe in Education"**

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- ✚ Go to **regular safeguarding training** to stay up to date
- ✚ Follow MIAG's rules, including the **Attitude to Learning policy**

Spotting Problems Early

Staff should:

- ✚ Know how to **spot early signs** that a learner might be struggling or unsafe.
- ✚ Take action quickly if they are worried about a learner's safety or wellbeing.

What to Do if a Learner Tells You Something

- ✚ **Listen carefully** and take them seriously
- ✚ Never promise to keep a secret. Say: *"I may need to tell someone to help keep you safe"*
- ✚ Share your concern with the **DSL or Deputy DSL straight away**
- ✚ If the child is in **immediate danger**, call **Children's Services** or the **Police**

Reporting Concerns

- ✚ If you're worried about a learner, **tell the DSL or Deputy DSL as soon as possible**
- ✚ If you believe a child is at **serious risk now, make a referral straight away**
- ✚ If you think a learner might be at risk of **radicalisation or terrorism**, report this to the DSL or Deputy DSL
- ✚ If you find out a learner has had **Female Genital Mutilation (FGM)**, you must call the **police yourself**, and tell the DSL or Deputy DSL

Recognise Abuse and Neglect

Be able to spot the **signs of abuse** – physical, emotional, sexual, or neglect.

Speaking Up About Unsafe Behaviour (Whistleblowing)

- ✚ Tell the DSL or a senior leader if you're worried about how someone is behaving around children.
- ✚ If you can't speak to them or nothing changes, you can contact:
NSPCC Whistleblowing Helpline



 0800 028 0285 (8 AM–8 PM, Monday to Friday)

 help@nspcc.org.uk

Concerns About Adults

-  If you're worried about the behaviour of a **staff member or visitor**, tell the DSL
-  If your concern is **about the DSL**, speak to the **Proprietor/Managing Director**
-  They will contact the **Local Authority Designated Officer (LADO)** for advice on what to do next



Key Safeguarding Areas – Easy Guide

MIAG is committed to keeping all learners safe. Below are the main issues staff are trained to watch for and take action on:

Child Sexual Exploitation (CSE) and Trafficking

- ✚ This happens when a child or young person is tricked, pressured, or forced into sexual activity in exchange for things like food, gifts, money, or affection.
- ✚ It may look like a normal relationship at first, but it always includes an **unfair power imbalance**
- ✚ It often involves threats, manipulation, or bullying, including online (cyberbullying)
- ✚ Some victims show no signs, so staff stay alert even when there are no clear warning signals

Female Genital Mutilation (FGM)

- ✚ FGM is illegal and extremely harmful
- ✚ It involves cutting or harming a girl's private parts for non-medical reasons
- ✚ Staff must look for signs that a girl might be at risk, even if she doesn't know what FGM is.
- ✚ If a member of staff finds out FGM has happened, they must report it to the police and the DSL immediately

Bullying (Including Cyberbullying and Sexting)

- ✚ MIAG does not tolerate any kind of bullying
 - ✚ This includes in-person and online bullying, and the sending or asking for sexual messages or pictures
 - ✚ See our **Anti-Bullying Policy** for more details (available on request).
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Forced Marriage

- ✚ A forced marriage happens when someone is made to marry without choosing freely
 - ✚ It is different from arranged marriages and can happen to both boys and girls
-

Domestic Abuse & Relationship Violence

- ✚ This includes controlling, threatening, or violent behaviour in the home or in teen relationships
 - ✚ It can happen to anyone, regardless of gender or sexuality
-

Gangs and Youth Violence

- ✚ MIAG staff can take action to keep learners safe, including searching for dangerous items and managing behaviour if there are signs of gang involvement or violence
-

Drug Use

- ✚ MIAG helps prevent drug misuse through education and mentoring
 - ✚ Staff support learners by giving information and guidance about staying drug-free
-

Fabricated or Induced Illness

- ✚ This is when a parent or carer makes up or causes a child to be ill
 - ✚ Staff are trained to work with other professionals if they suspect this is happening
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Mental Health

- ✚ Good mental health helps learners do well in life and school
 - ✚ We support learners' emotional wellbeing and watch for signs they may need extra help
-

Faith-Based Abuse

- ✚ Abuse linked to beliefs (such as witchcraft or possession) is taken seriously
 - ✚ Staff follow national guidance to help protect children from this kind of harm
-

Radicalisation and Extremism

- ✚ We teach learners to think critically about harmful ideas and keep them safe from being drawn into extremism or terrorism
 - ✚ Staff are trained under the **Prevent Duty** to spot and act on signs of radicalisation, including online
-

Private Fostering

- ✚ This is when a child under 16 (or 18 if disabled) lives with someone who is not their parent or close relative for more than 28 days
 - ✚ MIAG must tell Children's Services if this is happening, so checks can be made to keep the child safe
-

Online Sexual Abuse

- ✚ This includes using the internet to pressure or trick children into sexual activity or to share inappropriate images or videos
- ✚ It can be carried out by adults or other children, and victims may not understand they are being abused
- ✚ No child can "agree" to being abused—it is always wrong



Attendance

-  We check learner attendance every day
-  If a learner is absent for 10 or more days without permission, we may contact the local authority
-  Unexplained absences are always looked into as they may be a sign a child is at risk

Safeguarding Procedures – Clear Guide

At MIAG, staff follow these procedures to help keep children safe.

1. Reporting Concerns

If a staff member is worried about a child, they must follow the step-by-step process in **Appendix B** and speak to the **Designated Safeguarding Lead (DSL)** or **Deputy DSL** right away.

2. Talking to Parents/Carers

-  We usually talk to parents or carers before contacting other services.
 -  But if doing so could increase the risk to the child, we may go straight to social care or the police without speaking to the family first.
-

3. Working with Other Agencies

-  If we're worried about a child's safety, the DSL or Deputy DSL will contact:
 - **Bristol First Response:** 0117 903 6444
 - **South Gloucestershire Access and Response Team:** 01454 866000
 - **Banes:** 01225 396810
-  Less urgent concerns can be sent using the relevant web form

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- ✚ If the young person has a social worker already, we go directly to them or their team manager
 - ✚ We attend all required meetings to support the child (e.g. child protection conferences, core group meetings, MARAC, or integrated support plan meetings)
 - ✚ For **Children in Care** on reduced timetables, we always consult the **Virtual School**
-

4. 🚫 Suspending Learners

- ✚ Before suspending a vulnerable learner (either temporarily or permanently), especially if they have a child protection plan or file, we hold a **multi-agency risk assessment meeting**
 - ✚ If a learner must be excluded immediately due to a serious incident, we still complete a risk assessment as soon as possible
-

5. 🏠 Private Fostering

- ✚ If we find out that a child under 16 (or 18 if disabled) is living with someone who is not a close relative, staff must tell the DSL
 - ✚ The DSL will contact **First Response** to make sure the arrangement is safe
 - ✚ A close relative includes grandparents, siblings, uncles/aunts, or step-parents
-

6. 🖐️ Female Genital Mutilation (FGM)

If FGM is known to have happened:

- ✚ Staff **must call 101**, or **999 if the child is in immediate danger**
- ✚ They should also tell **First Response**

If FGM is suspected:

- ✚ Staff look for warning signs (e.g., travel plans to practising countries, community background, changes in behaviour, talk of "special occasions")
- ✚ Parents are invited in to discuss the trip, who is going, and the purpose

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- ✚ Staff must explain the law: **FGM is illegal** and counts as **child abuse**, even if it happens abroad
 - ✚ If a parent refuses to share information or consent to reporting, we **still inform First Response** and explain that it's our legal duty
-

7. 📌 Children Missing from Education

- ✚ Missing education can be a sign of abuse or exploitation
 - ✚ If a learner is absent without permission for **10 days or more**, we inform the **commissioning body**
 - ✚ We follow our **Attendance Policy** to help prevent learners from going missing in the future
-

8. 🛡️ Preventing Radicalisation (Prevent Duty)

- ✚ Staff are trained to notice **changes in behaviour** that could suggest a child is at risk of being drawn into terrorism
 - ✚ If worried, staff can refer the child to the **Channel Programme**—a support service for those vulnerable to radicalisation
 - ✚ Referrals are made via the form sent to:
ChannelSW@avonandsomerset.pnn.police.uk
 - ✚ The programme is **voluntary** and only offered with the person's agreement
-

9. 📄 Sharing Information

- ✚ The law allows us to **share important information** if not doing so could put a child at risk
- ✚ **Data protection rules do not prevent** staff from sharing concerns.
- ✚ If staff are unsure whether to share, they should always talk to the **DSL**



Appendix A: Key Documents and Guidance

This list includes important national guidance that underpins MIAG's safeguarding policy and procedures. Staff and stakeholders should be familiar with these documents, which reflect the statutory duties and best practice in safeguarding children.

Safeguarding & Child Protection

- ✚ Keeping Children Safe in Education (2016)
 - ✚ What to Do If You're Worried a Child Is Being Abused (2015)
 - ✚ Working Together to Safeguard Children (2015)
 - ✚ Information Sharing: Advice for Practitioners (2015)
 - ✚ Listening to and Involving Children and Young People (2014)
 - ✚ Supervision of Activity with Children (2012)
-

Looked-After Children & Vulnerable Learners

- ✚ Designated Teacher for Looked-After Children (2009)
 - ✚ Promoting the Education of Looked-After Children (2014)
 - ✚ Alternative Provision (2016)
 - ✚ Education for Children with Health Needs Who Cannot Attend School (2013)
-

Female Genital Mutilation (FGM)

- ✚ Mandatory Reporting of FGM – Procedural Information (2015)
 - ✚ Multi-Agency Statutory Guidance on FGM (2016)
-

Prevent & Radicalisation

- ✚ Prevent Duty Guidance for England and Wales (2015)



Behaviour, Discipline & Exclusion

-  Behaviour and Discipline in Schools (2015)
-  School Exclusion (2015)
-  Parental Responsibility Measures for Behaviour and Attendance (2013)

SEND & Inclusive Education

-  SEND Code of Practice: 0 to 25 Years (2015)
-  Inclusive Schooling: Children with Special Educational Needs (2001)
-  Supporting Pupils at School with Medical Conditions (2015)

Professional Standards

-  The Teachers' Standards (2012)
-  Disqualification Under the Childcare Act 2006 (2015)

Attendance & Missing Education

-  Children Missing Education (2013)



Appendix B: Dealing with a Disclosure of Abuse

If a child tells you they are being harmed or abused, here's what you must **remember and do**:

✓ DO:

- ✚ Stay calm.
- ✚ Listen carefully — give the child your full attention.
- ✚ Reassure the child that they've done the right thing by speaking up.
- ✚ Be honest — explain that you cannot keep what they tell you a secret.
- ✚ Tell them who you will speak to and why.
- ✚ Use open and gentle questions only (e.g., *"Can you tell me more about that?"*).
- ✚ Reflect back what they say to check understanding (e.g., *"You said... is that right?"*).
- ✚ Praise their courage for speaking out.
- ✚ Stay neutral — don't comment on the alleged person who may have harmed them.
- ✚ Make a written record as soon as possible, using the child's own words.
- ✚ Include the date, time, and your name on the record.
- ✚ Record any questions you asked, but avoid interpreting or guessing.

✗ DO NOT:

- ✚ Don't panic, show shock, or act upset.
- ✚ Don't promise to keep secrets.
- ✚ Don't ask leading or suggestive questions (e.g., *"Did your dad do that?"*).
- ✚ Don't make assumptions or jump to conclusions.
- ✚ Don't discuss the disclosure with anyone except the DSL (Designated Safeguarding Lead).



✚ **At the End of the Conversation:**

- ✚ Remind the child who you need to tell (usually the DSL) and why it's important — to help keep them safe.
 - ✚ Thank the child again for their trust and bravery.
-

REMEMBER:

You are not responsible for investigating or proving what happened.

Your role is to:

Recognise – Respond – Reassure – Refer – Record



Appendix C: Types of Abuse and Neglect:

Abuse and neglect happen when someone **hurts a child or young person** or **fails to keep them safe**. The harm can be done by **adults** or even **other children**.

Abuse and neglect rarely happen in isolation. A child may be experiencing more than one type of harm at the same time.

Our job is **not to decide what kind of abuse has happened**, but to:

- ✚ **Understand what the types are**
 - ✚ **Notice the signs**
 - ✚ **Act quickly** if we think a child may be at risk
-

● **Physical Abuse**

This is when someone **hurts a child's body on purpose**.

It can include:

- ✚ Hitting, slapping, punching
 - ✚ Shaking, throwing
 - ✚ Burning or scalding
 - ✚ Drowning or suffocating
 - ✚ Giving them harmful substances (like poison or drugs)
 - ✚ Making up or causing an illness on purpose (fabricated or induced illness)
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● Neglect

This is when a child's basic needs **are not being met**, which can harm their health or development.

It can include:

- ✚ Not providing enough food, clothing, or shelter
 - ✚ Not protecting them from harm or danger
 - ✚ Not supervising them properly
 - ✚ Not getting them medical help when needed
 - ✚ Ignoring their emotional needs
 - ✚ Can start even before birth, e.g. if a parent misuses drugs during pregnancy
-

● Sexual Abuse

This is when a child is **forced or tricked into sexual activities**, whether they understand it or not.

It can include:

- ✚ Physical acts like touching, kissing, or penetration
- ✚ Non-contact abuse, like:
 - Watching sexual activities
 - Being shown sexual images
 - Being encouraged to behave sexually
 - Being groomed (in person or online)

Sexual abuse can be done by men, women, or other children

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● Emotional Abuse

This is **ongoing emotional harm** that affects a child's mental and emotional development.

It can include:

- ✚ Telling a child they are worthless, unloved, or only valued for what they do
- ✚ Ignoring or mocking them
- ✚ Not allowing them to express themselves
- ✚ Putting unfair pressure on them (e.g., expecting adult behaviour)
- ✚ Keeping them from friends or normal activities
- ✚ Exposing them to abuse of others (e.g., domestic violence)
- ✚ Bullying, including cyberbullying

Emotional abuse is part of **all** other types of abuse, but it can also happen on its own.

⚠ If you have concern that a child is being harmed:

- **Don't wait** — speak to the **Designated Safeguarding Lead (DSL)** or **Deputy DSL**
- Your role is to **notice, listen, and report** — **not investigate**