

Elysian Safeguarding & Child Protection Policy



Date Agreed: July 2020

Date of next review: July 2021

Executive Director

Signature:

All staff must have access to this policy, and sign to confirm that they have read, understood and will adhere to its contents.

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For the purposes of this policy, where the term Elysian is used, it refers to Elysian Animal Assisted Therapy & Learning CIC including Elysian School and Elysian Animal Assisted Therapy and Learning.

Elysian Safeguarding and Child Protection Policy

Relevant legislation & guidance used in the formulation of this Policy

- Keeping Children Safe in Education DfE Guidance 2019
- Children Act 1989 & 2004
- Children Act 1989 & 2004, Guidance and Regulations
- Protection of Children Act 1999
- Working Together to Safeguard Children DfE 2018
- Safeguarding Children Abused through Sexual Exploitation Surrey SCB 2018
- Child Protection Procedures Surrey SCB 2018
- Every Child Matters, 2003
- Safeguarding Children and Safer Recruitment in Education DfE Guidance 2007
- The Munro Review of Child Protection 2011
- The Counter-Terrorism and Security Act 2015
- Safeguarding Children Who May Have Been Trafficked Guidance SSCB 2011
- Safeguarding Disabled Children: Practice Guidance 2009
- Safeguarding Children Who May have been affected by gang activity Surrey SCB 2017
- Protection from offenders Regulations 1997

Policy Statement

Elysian is absolutely committed to providing education services for children and young people that promote and safeguard their welfare and the welfare of others.

Elysian will:

- Ensure that the welfare and safety of children and young people are given paramount consideration in all aspects of the planning and management of services.
- Ensure that the child's wishes are taken into account wherever possible.
- Ensure that the recruitment and vetting of all paid staff and volunteers working with children and young people is carried out rigorously in accordance with the requirements of The Protection of Children Act 1999 and The Protection from Offenders Regulations 1997.
- Include the protection of children and young people as a component in induction training programmes for all new staff and provide child protection training for all staff.
- Provide staff with guidance and training on how to maintain appropriate boundaries in their work with children and young people.
- Provide regular supervision and support for staff to assist in the prevention and detection of harm to children and young people.
- Consult with and work in partnership with children and young people their parents and carers and agencies.
- Encourage open working practices and facilitate regular scrutiny of Elysian by legitimate inspectors and other professional agencies.
- Provide children and young people and significant adults with clear and easily understandable information about how to complain and ensure that all such complaints are fully investigated and the outcomes fully recorded.
- Ensure that all staff are aware of the Local Safeguarding Children Partnership child protection procedures and guidance including Early Help arrangements, an up to date copy of which should be available always for reference.

- Ensure that all staff know how to make a child protection referral in accordance with the procedure contained within this document.
- Seek to adopt a contextual approach to any safeguarding issues and practices .

Elysian believes that the protection of children should be non-discriminatory and that all children are entitled to protection from neglect, abuse and exploitation. Abuse will never be tolerated or excused as part of growing up or just banter.

Children and young people who have been harmed, or who are suspected of being harmed, will be treated with the same care and sensitivity regardless of whether the perpetrator is a parent, carer, peer, friend or stranger. Information gained in the context of child protection will be passed on 'on a need to know basis' in accordance with the procedures in this document which, in turn, are consistent with the Elysian's policy on confidentiality. The act to protect a child from significant harm will not be delayed whether it is possible to contact the DSL/Deputy DSL or not.

Safer Employment Practices

Elysian follows the Government's recommendations for the safer recruitment and employment of staff who work with children and acts always in compliance with the Independent School Standards. In line with the DfE's guidance 'Keeping Children Safe in Education' (2019), Elysian prevents people who pose a risk of harm from working with pupils by adhering to statutory responsibilities to check all staff and volunteers who work with children, taking proportionate decisions on whether to ask for any checks beyond the minimum required for each individual position.

Recruitment

As part of carrying out safe recruitment procedures members of the teaching and nonteaching staff at Elysian including part-time staff, temporary and supply staff, and visiting staff, such as musicians and sports coaches and volunteers are subject to the necessary statutory child protection checks before starting work. For most appointments, an enhanced DBS check with 'barred list' information will be appropriate. A DBS certificate will be obtained from the candidate before or as soon as practicable after appointment. Alternatively, if the applicant has subscribed to it and gives permission, Elysian may undertake an online update check through the DBS Update Service.

Further to the DBS check, anyone appointed to carry out teaching work will require an additional check to ensure they are not prohibited from teaching by order of the Secretary of State. All staff will be checked against the Children's barring list as part of the enhanced DBS.

Refer to Safer Recruitment Policy for more information.

Code of Conduct for Teaching staff, support staff, non-teaching staff and all volunteers.

Elysian is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This document should clarify what is expected in terms of professional behaviour; it gives clear advice about what constitutes illegal behaviour and what might be considered as misconduct. It also describes safe practice and which behaviours should be avoided. The aims are to safeguard children and young people and reduce the risk of staff being falsely accused of improper or unprofessional conduct. Every member of staff must read this code of conduct and Part One of the DfE's guidance "Keeping Children Safe in Education" (2019).

The following code of conduct will be reviewed annually.

- Adults working at Elysian are responsible for their own actions and behaviour and should avoid any conduct which would lead a reasonable person to question their motivation or intentions.

- Adults working at Elysian must work and be seen to work in an open and transparent way.
- All staff have a 'duty of care' to the pupils.
- Elysian instructs staff, during the induction process, that they must ensure that their behaviour does not inadvertently lay them open to allegations of abuse. Staff need to treat all pupils with respect and try, as far as possible, not to be alone and out of site with a child or young person until a risk assessment has been agreed by the Executive Director. Due to the nature of the farm, it is not always possible to work in close proximity to other staff. Another member of staff must be informed before working one to one.
- Adults should discuss and/or take advice promptly from a senior member of staff about any incident which could give rise for concern. This would include reporting infatuations by a student for that or another member of staff, to ensure that such situations can be handled promptly and sensitively.
- A record should be kept of any such incident and of decisions made/further actions agreed.
- Staff should apply the same professional standards regardless of gender or sexuality.
- Staff should be aware that breaches of the law and other professional guidelines could result in criminal or disciplinary action being taken against them.
- Staff should be fully committed to safeguarding the welfare of all pupils by taking all reasonable steps to protect them from physical, sexual or emotional abuse.
- All adults should conduct themselves in a way that reflects the values of Elysian and meets the expected high professional standards.
- All staff and volunteers must conduct themselves in accordance with the Code of Conduct whether in or outside of work. Where a member of staff or volunteer is involved in an incident outside of work which could have an impact on their suitability to work with children, Elysian will take a view on their suitability to remain in employment.

If a member of staff does not follow this code of conduct this may lead to disciplinary procedures.

All staff, volunteers at Elysian must be familiar with and work in accordance with the policies at Elysian including Child Protection, Behaviour Management, Online safety, Health and Safety and Whistle Blowing. They must also:

- Behave in a mature, respectful, safe, fair and considered manner for example not making sarcastic remarks or 'jokes' to pupils that are personal, sexual, racist, discriminatory, intimidating or otherwise offensive.
- Not embarrass or humiliate pupils.
- Not discriminate favourably or unfavourably towards any student for example treating all pupils equally – never building 'special' relationships or conferring favour on pupils and not giving or receiving gifts unless arranged through Elysian.
- Ensure that relationships with pupils remain on a professional footing for example not behaving in a way that could lead a reasonable observer to question conduct, intentions or suitability to care for other people's children.
- Not deciding to contact, communicate or meet with pupils outside work (this includes use of email, text, social networking and other messaging systems).
- Not developing 'personal' or sexual relationships with pupils. Any physical contact should be the minimum required for care, instruction or restraint.

Attention is drawn to the provisions of the Sexual Offences Act 2003 which creates a new criminal offence of abuse of a position of trust (when a person aged 18 or over is in a 'position of trust' with a person under 18 and engages in sexual activity with or in the presence of that child or causes or incites that child to engage in or watch sexual activity).

Child protection procedure

These procedures have been written in accordance with Surrey County Council's child protection and safeguarding procedures. It sets out what staff must do if they have knowledge of, or suspect, or have disclosed to them or hear an allegation of harm to a child or young person. For a flowchart of this process, see Appendix 4 (taken from Keeping Children Safe in Education 2019)

- Make sure the young person is safe whilst you act.
- If there is a need for the young person to receive emergency medical attention, make sure this happens.
- Inform the Designated Safeguarding Lead to discuss your concern
- The DSL will gain advice from the SCSB and where appropriate organise an internal strategy discussion.

The next course of action will be to deal with the situation as either:

- A minor but formal complaint in which case Elysian's Complaints procedure will be followed
- Of sufficient concern to seek consultation with the local child protection team
- A referral as a matter of child protection to the local child protection team

If the decision is made to refer as a matter of child protection, the DCPC / DSL will organise contacting the child protection team and will follow their advice and instruction. Agreement should be reached with the child protection team as to who will inform whom and when. Those authorities to be notified will include the Police and may include:

- The young person's parents, if known (there are circumstances where it would be inappropriate to inform the parents immediately an allegation has been made).
- Health Services (medical treatment or in some circumstances forensic medical evidence (with the young person's informed consent) may be sought or required.
- If outside of office hours the Emergency Duty Team must be informed.
- Inform, with agreement, the young person or adult who has made the initial allegation of what the next steps are to be.
- A written report detailing the allegation, appropriate dates and times, names and designations of people contacted and information of any action or decisions taken should be completed.
- The referral should be confirmed in writing with attachments of all relevant papers including any reports, within 24 hours or the next available working day to the child protection team and the Responsible Individual.

It is essential that staff keep copies of information exchanged, including correspondence and telephone messages. All relevant information should be recorded in the young person's file.

The local authority will, following an 'Initial Strategy' meeting, decide if an investigation is required. If, as part of any investigation it is necessary for the Police to interview a young person, it is important to ensure the young person is accompanied by a supportive adult of his or her own choice. The DCPC / DSL, wherever feasible, must ensure that any young person who has been abused receives any necessary counselling and support. This should always be in consultation with, and the agreement of, the Investigating Authority and Police in order not to prejudice the outcome of any criminal investigations. Where criminal proceedings are possible, it will be necessary to seek the agreement of the investigating team (who may refer to the Crown Prosecution Service) for a decision on whether formal

counselling/therapy can take place prior to completion of the investigation. All outcomes of investigations must be recorded in writing and held on file.

Guidance / Definitions

Safeguarding

Safeguarding and promoting the welfare of children is defined for the purposes of this guidance as:

- Protecting children from maltreatment
- Preventing impairment of children's mental and physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

Contextual Safeguarding

Contextual safeguarding recognises that as young people grow and develop they are influenced by a whole range of environments and people outside of their family for example in school or college, in the local community, in their peer groups or online. Children and young people may encounter risk in any of these environments. Sometimes the different contexts are inter-related and can mean that children and young people may encounter multiple risks. Contextual safeguarding looks at how we can best understand these risks, engage with children and young people and help to keep them safe.

Significant Harm

Significant harm is defined in the Children Act 1989 & 2004 as ill treatment or the impairment of health and development. Development is defined in terms of physical, intellectual, emotional, social, or behavioural development. Health is taken to include physical or mental health. The safety of children and young people forms a key part of the Children Act 2004. It introduced Local Safeguarding Children's Boards to replace Area Child Protection Committees. These Boards have now been replaced by the Surrey Safeguarding Children Partnership

Early Help

Early Help means taking action to support a child, young person or their family early in the life of a problem, as soon as it emerges. It can be required at any stage in a child's life from pre-birth to adulthood and applies to any problem or need that the family cannot deal with or meet on their own. Early Help often requires a multi-agency approach in order to provide the best holistic support for the family. Where it is assessed that a child does not require a formal child protection response, it may be appropriate to initiate an Early Help referral. This will ordinarily be completed by a senior member of staff. All staff are made aware of local Early Help arrangements for the relevant Local Authority for each child.

Abuse

In the context of this Elysian Policy statement, child abuse refers to any child under 18 years who, through the wilful act, or failure to act, of parents, carers or any other adult, has suffered or is likely to suffer physical, sexual or serious emotional harm. For the purposes of this policy, the meaning of child abuse is extended to include certain behaviours exhibited by children and young people towards other children and young people. The standard of behaviour of staff towards children and young people demanded by Elysian is obviously higher than that expected of a parent. For example, a parent may legally physically discipline a child whereas an Elysian employee may not. Abuse by staff occurs where a member of staff takes advantage of his/her position of authority over a child and harms them physically, sexually or emotionally, either actively or by omission of good care.

In 'Working Together to Safeguard Children 2018', the Department of Health identifies four categories of harm to children.

They are: Neglect; Physical abuse; Sexual abuse and Emotional abuse.

Neglect is the persistent failure to meet a child's basic physical and psychological needs, likely to result in the serious impairment of the child's health or development. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, or the failure to ensure access to appropriate medical care or treatment. It may also include neglect of a child's basic emotional needs.

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. 'Munchausen's Syndrome by Proxy' may also constitute physical abuse, whereby a parent or carer feigns the symptoms of, or deliberately causes ill health in a child.

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children in looking at pornographic material or watching sexual activities or encouraging children to behave in sexually inappropriate ways.

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate or valued only insofar as they meet the needs of another person. It may involve 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 ill treatment of a child, though it may occur alone. Bullying and Cyber Bullying can also cause significant emotional abuse to a child or young person, whether the bullying is perpetrated by another child or by an adult. Children witnessing Domestic Abuse may also be classed as Emotional Abuse.

Indicators of abuse

Some common signs that there may be something concerning happening in a child's life include:

- Unexplained changes in behaviour or personality
- Unexplained marks or bruising
- Becoming withdrawn
- Seeming anxious
- Becoming uncharacteristically aggressive
- Lacks social skills and has few friends, if any
- Poor bond or relationship with a parent
- Knowledge of adult issues inappropriate for their age
- Running away or going missing
- Always choosing to wear clothes which cover their body.

It is recognised that these signs don't necessarily mean that a child is being abused, there could be other things happening in their life which are affecting behaviour. Any concerns must be discussed with a senior member of Elysian staff and passed on to the DSL.

Dealing with allegations of harm to children

- All allegations of child abuse must be treated seriously no matter what their source.
- Whenever a member of staff receives information that a young person may be suffering or has suffered harm, the procedures set out in this document must be followed.

- In some circumstances children and young people or adults may try to tell a member of staff in confidence that they have been harmed or that they know of a young person who has been harmed. It is important to understand that it is not possible to give children, young people or adults guarantees of confidentiality. Staff members should always be aware of their responsibility to report information to the relevant authority if the child is to be protected from further abuse.

Department of Health guidance advises that:

'It is good general child care practice to resist being drawn into secretive and collusive relationships with children. It is essential that a relationship is built up between children and staff, such that children feel that they can trust staff to do the best thing with a disclosure of abuse' (Children Act, Regulations & Guidance).

'Personal information about children and families held by professionals and agencies is subject to a legal duty of confidence, and should not normally be disclosed without the consent of the subject. However, the law permits the disclosure of confidential information necessary to safeguard a child or children'. (Working Together to Safeguard Children, 2018)

Matters relating to confidentiality should be discussed with children and young people when they first arrive at Elysian to ensure they are clear about the Elysian Safeguarding policy.

Volume 4 of the Children Act, Regulations and Guidance gives the following advice on the disclosure of sexual abuse:

'While children may be harmed by being sexually abused they may also be further emotionally harmed if, when the problem is recognised, it is not dealt with in a sensitive way. Any staff member who becomes aware of the possibility of child sexual abuse from disclosure should take a limited history. If a child wishes to talk about the abuse it is obviously important that the adult concerned allows the child to talk, but it should be remembered that at some future point it will be necessary for the child to be interviewed in detail. In order that the child is not forced to repeat the information it is important that the initial questioning be kept to the minimum required to get a clear picture of what has been happening. Direct leading questions should not be asked'.

If a young person makes a disclosure the matter should be reported in accordance with the procedure set out at the beginning of this document.

What to do when children or young people harm other children or young people

Professionals in the field of child protection have become increasingly aware that many adult perpetrators of child abuse started committing abusive acts during childhood and adolescence. This phenomenon is contrary to the conventional understanding of criminal behaviour when it is assumed that most children and young people grow out of crime as they move into adulthood. Furthermore, work with adult perpetrators appears to suggest that significant numbers suffered from abuse themselves as children. It is therefore important to recognise that when children and young people abuse other children and young people such behaviour must be treated seriously and a referral must be made to the Social Services Department in accordance with the procedure set out earlier in this document. Child and adolescent perpetrators are themselves in need of help and the statutory authority's child protection procedures will need to be applied to both the victim and the abuser consistent with the guidance in 'Working Together to Safeguard Children' (2018)

In forming a judgement about what constitutes child to child abuse, Department of Health guidance from the Children Act 2004 advises: 'A very clear distinction will need to be made between, on the one hand, behaviour that amounts to serious physical assault, intimidation and sexual assault which requires external child protection intervention and possibly criminal investigation and, on the other hand, normal childhood behaviour or sexual exploration which should be dealt with by care staff'.

In 'Working Together to Safeguard Children' (2018) however, the Department of Health adds: 'staff should not dismiss some abusive sexual behaviour as 'normal' between children and young people and should not develop high thresholds before taking action'.

A professional judgement clearly must be made which makes a distinction between normal and abnormal child and adolescent behaviour.

The following factors should be considered when deciding:

- The difference in age and level of maturity between the victim and perpetrator.
- The vulnerability of the victim.
- The seriousness of the behaviour.
- The level of risk faced by the victim and other children and young people.
- The persistence of the behaviour.
- The gender of both perpetrator and victim
- The existence or absence of informed consent.

Cases in which children and young people harm other children and young people may have implications for other young people. Other children and young people may have been harmed by the same young person but not told staff or have known about the abuse but felt too afraid to tell anybody. The DSL will always inform the social workers of all children and young people affected or potentially affected by a reported incident of child abuse at Elysian.

Allegations of child abuse made against employees or volunteers

Elysian recognises that it has a dual commitment to protect children and young people from harm and to protect employees, pupils and volunteers from malicious and/or mistaken allegations. Guidance offered under this heading seeks to explain this dual commitment. It is the responsibility of all staff to ensure that the DSL is immediately informed of any allegations of child abuse that may involve other staff. We positively encourage staff members at all levels to share any concerns they may have about any members of staff or volunteers in the context of protecting children (**please see policy & procedure on Whistle Blowing**). All information received by the DCPC / DSL will be dealt with as speedily as possible in accordance with relevant policy procedures. Where abuse by a member of staff is known or suspected, the action to be taken should be the same as with any other known or suspected abuse (see procedure at the beginning of this document). The DSL will then contact the Children's Safeguarding Team – Local Authority Designated Officer (LADO) to agree further action to be taken in respect of the child and staff member.

In addition:

- The Executive Director and or Management Committee Chair must be advised immediately of all allegations.
- Members of staff or volunteers who suspect abuse must **not** advise or approach the member of staff concerned;
- Strict confidentiality should be observed always and information passed on should be on a need to know basis consistent with these procedures and guidance;
- The DSL, in consultation with the relevant social services department, and Police will take a decision on what action is needed to safeguard the child, employee and other young people.

In cases where it is suspected that a DCPC / DSL is in any way implicated in allegations, staff members and volunteers should discuss their concern directly with the Head of Education. The nature of an allegation of child abuse is such that Elysian will have to ensure that the staff member concerned does not have any direct contact with children and young people at Elysian until the matter has been properly investigated. To protect the interests of the children, young people and the employee, the employee will be suspended from duty in accordance with the Elysian's disciplinary procedure. The possible outcomes of any investigation are:

- Substantiated
- Malicious
- False
- Unsubstantiated
- Unfounded

It is particularly important to remember that all matters of staff discipline are governed by a policy of strict confidentiality. Only those who need to know should be informed about the allegation. Elysian will make every effort to arrange appropriate support for staff members and volunteers who are subject to investigation. This will include allocating a named support person.

Any records of allegations or investigations will be kept for 10 years at which time they will be securely destroyed.

Safeguarding children abused through sexual exploitation (CSE)

The sexual exploitation of children is child sexual abuse. 'The sexual exploitation of Children' is defined by a broader context of abuse than formal 'prostitution'; the full spectrum of sexually exploitative situations includes children and young people exchanging sex for accommodation, food, gifts, drugs and/or safety. SSCP and adopts the definition agreed by the National Working Group in 2012:

'The sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where young people (or a third person or persons) receive 'something' (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities. Child sexual exploitation can occur through the use of technology without the child's immediate recognition; for example, being persuaded to post sexual images on the Internet/mobile phones without immediate payment or gain. In all cases, those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised in the main by the child or young person's limited availability of choice resulting from their social/economic and/or emotional vulnerability.'

All staff receive mandatory training on Child Sexual Exploitation. Children and young people involved in sexual exploitation should be treated as the victims of abuse not criminals. If staff members know or suspect that a child is or is at risk of being sexually exploited they should inform their DSL immediately. The DSL will then complete the Surrey Risk Assessment Toolkit to identify the level of risk.

The DFE has published supplementary guidance to 'Working Together to Safeguard Children' (2018) entitled Tackling Child Sexual Exploitation (2011) which recognises the heightened risks to children who might be sexually exploited.

It suggests ways of identifying those children who might be involved including the following:

- Children and young people may have started to form friendships with older persons, either male or female

- Children and young people may be being picked up regularly by older persons in cars or there may be individuals loitering outside the Elysian site.
- Patterns of behaviour related to drug use may suggest that a young person is exploited to raise funds to purchase drugs;
- Children and young people may have relevant physical symptoms e.g. sexually transmitted infections.

The Children Act 2004 places a duty upon the Local Safeguarding Children's Partnership to put in place procedures to ensure the safety and welfare of children and to enable the Police to gather evidence about abusers and coercers. Elysian's DSL's should ensure that all staff at Elysian are familiar with the 'Working Together to Safeguard Children' 2018. Once a social worker has been informed of the staff member's suspicion that a young person is being sexually exploited they will need to act in accordance with the Local Safeguarding Children's Partnership protocol to try to help the child remain safe. If children or staff are feeling unsafe or threatened by the unwanted presence of individuals either loitering near Elysian or trying to make contact by telephone they should call the Police immediately.

Child Criminal Exploitation:

CCE is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. CCE does not always involve physical contact; it can also occur through the use of technology.

CCE can include children being forced to work in cannabis factories, being coerced into moving drugs or money across the country (county lines, see page 85 for more information), forced to shoplift or pickpocket, or to threaten other young people

Safeguarding children who may have been affected by gang activity

The role of Safeguarding and child protection in relation to gangs should be both preventative and responsive – responding to the needs of those young people who are involved in gangs and at risk of harm as well as addressing the risk factors of other young people being drawn into gangs in the future. Children particularly vulnerable to suffering harm in the gang context are those who are:

- Not involved in gangs, but living in an area where gangs are active, which can have a negative impact of their ability to be safe, healthy, enjoy and achieve, make a positive contribution and achieve economic well-being
- Not involved in gangs but at risk of becoming victims of gangs, for example, siblings or children of known gang members
- Gang-involved and at risk of harm through their gang related activities

Young people who are involved in gangs are more likely to suffer harm themselves, through retaliatory violence, displaced retaliation, and territorial violence with other gangs or other harm suffered whilst committing a crime. These young people involved in gangs are more likely to possess and use weapons which increases the risk of them being harmed or harming someone else. Evidence shows that girls and some boys in gangs are at risk of being sexually exploited or sexually abused. Rape by gang members is often used as a form of retaliation. Reports to Police or professionals are rare due to fear and intimidation. All young people at Elysian must have an individual risk assessment completed and regularly updated to identify whether they are at risk of being radicalised, which would include being involved in gang culture. If any staff member should become concerned that a young person

is being exposed or is at risk of becoming involved in a gang culture staff must consult with the DSL.

County Lines

County lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs (primarily crack cocaine and heroin) into one or more importing areas within the UK, using dedicated mobile phone lines or other form of “deal line”.

Exploitation is an integral part of the county lines offending model with children and vulnerable adults exploited to move and store drugs and money. Offenders will often use coercion, intimidation, violence (including sexual violence) and weapons to ensure compliance of victims. Children can be targeted and recruited into county lines in a number of locations including schools, further and higher educational institutions, pupil referral units, special educational needs schools, children’s homes and care homes. Children are often recruited to move drugs and money between locations and are known to be exposed to techniques such as ‘plugging’, where drugs are concealed internally to avoid detection. Children can easily become trapped by this type of exploitation as county lines gangs create drug debts and can threaten serious violence and kidnap towards victims (and their families) if they attempt to leave the county lines network.

One of the ways of identifying potential involvement in county lines are missing episodes (both from home and school), when the victim may have been trafficked for the purpose of transporting drugs and a referral to the National Referral Mechanism¹⁰³ should be considered. If a child is suspected to be at risk of or involved in county lines, a safeguarding referral should be considered alongside consideration of availability of local services/third sector providers who offer support to victims of county lines exploitation.

Possible Indicators of Child Criminal Exploitation and/or Child Sexual Exploitation:

- Children who appear with unexplained gifts or new possessions
- Children who associate with other young people involved in exploitation
- Children who suffer from changes in emotional well-being
- Children who misuse drugs and alcohol
- Children who go missing for periods of time or regularly come home late
- Children who make trips to unfamiliar locations without a valid explanation
- Children who regularly miss school or education or do not take part in education
- Children who have older boyfriends or girlfriends
- Children who suffer from sexually transmitted infections or become pregnant

Honour-Based Abuse (including Female Genital Mutilation - FGM)

So-called ‘honour-based’ abuse (HBA) encompasses incidents or crimes which have been committed 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. Abuse committed in the context of preserving “honour” often involves a wider network of family or community pressure and can include multiple perpetrators. It is important to be aware of this dynamic and additional risk factors when deciding what form of safeguarding action to take.

Staff need to be alerted to the possibility of girls being at risk of FGM, or already having suffered FGM. There is a range of potential indicators that a child or young person may be at risk of FGM, which individually may not indicate risk but if there are two or more indicators present this could signal a risk to the child or young person. Victims of FGM are likely to come from a community that is known to practice FGM. Staff should note that girls at risk of

FGM may not yet be aware of the practice or that it may be conducted on them, so sensitivity should always be shown when approaching the subject.

Children and young people who have suffered from FGM should be treated as the victims of abuse. If staff members know or suspect that a child is or is at risk FGM they must inform their DSL immediately and the social worker should be informed.

Where FGM is discovered, the Elysian staff member will always contact the Police without exception and inform the DSL unless they have a specific reason not to do so. Guidance on reporting can be found in Appendix 2.

Child abuse and the Internet

The Internet is increasingly becoming the focus of investigation into the distribution of child pornography. It also carries the possibility of adults establishing contact with children and 'grooming' them for inappropriate or abusive relationships. Staff need to be alert to the possibility of children and young people being abused or placed at risk of abuse in this way.

Normal use of the Internet for recreational and educational purposes by children and young people should be encouraged but should be monitored always to ensure they are protected from harm. All staff receive mandatory Online Safety Child Protection Training.

Prevent Strategy - preventing radicalisation and identifying cases of young people at risk of involvement in extremist behaviour

Exposure of children to extremist ideology can hinder their social development and educational attainment alongside posing a very real risk that they could support or partake in an act of violence. Radicalisation of young people can be compared to grooming for sexual exploitation. Every member of staff at Elysian recognises through Safeguarding Training, Child Sexual Exploitation Training and On-Line Safety Training that children exposed to radicalisation and extremism is no different to safeguarding against any other vulnerability and should be approached in the same way as protecting children from other risks. All young people at Elysian must have an individual risk assessment completed and regularly updated to identify whether they are at risk of being radicalised or at risk of radicalisation. If any staff member should become concerned that a young person is being exposed or is at risk of becoming radicalised, staff must consult with the DSL with a view to completing a prevent referral form with the consent of the Local Authority/Parent of that young person.

Channel is a voluntary, confidential support programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. Prevent referrals may be passed to a multi-agency Channel panel, which will discuss the individual referred to determine whether they are vulnerable to being drawn into terrorism and consider the appropriate support required. A link to the Government Channel guidance can be found in Appendix 2.

Safeguarding children who may have been trafficked

Trafficked Children are at increased risk of significant harm because they are largely invisible to professionals who would be able to assist them. 'Trafficked' children are any children that are under 18 years of age who have been 'recruited, transported, transferred, and harboured by means of threat or use of force. Exploitation of these children includes prostitution, sexual exploitation, forced labour or services, slavery, servitude or the removal of organs.

A child may be trafficked between several countries in the EU or globally, prior to being trafficked into/within the UK. The child may have entered illegally or legally but the intention of exploitation underpins the entire process. Children who have been trafficked and exploited will suffer some form of physical or mental harm. Trafficked children are deprived of their rights to health care and freedom from exploitation and abuse, not provided with access to education and implied in acts of criminality. At the time they are found, trafficked children may not show any obvious signs of distress or harm, they may be vulnerable to types of abuse and may continue to experience the effects of their abuse in the future.

Elysian staff receive regular Safeguarding Training which includes raising the awareness of Trafficked Children and if a member of staff should have concerns that a child has been or is/at risk of being trafficked then they will notify Elysian's Designated Safeguarding Lead who will pass this information onto the relevant authorities.

Safeguarding children with Special Educational Needs (SEN) and disabilities

Evidence suggests that children with special educational needs (SEN) and disabilities can face additional safeguarding challenges; additional barriers can exist when recognising abuse and neglect in this group of children.

This can include:

- Assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration.
- Children with SEN and disabilities can be disproportionately impacted by things like bullying- without outwardly showing any signs.
- Communication barriers and difficulties in overcoming these barriers.
- Many disabled children are at an increased likelihood of being socially isolated with fewer outside contacts than non-disabled children.
- Their dependency on parents/carers for practical assistance in daily living, including intimate personal care, increases their risk of exposure to abusive behaviour.
- They have an impaired capacity to resist or avoid abuse.
- They may have speech, language and communication needs which may make it difficult to tell others what is happening.
- They often do not have access to someone they can trust to disclose that they have been abused, can be especially vulnerable to bullying and intimidation.

Safeguards for Disabled Children are essentially the same as for all other children. A high level of awareness is promoted to staff around the risks of harm to children in Safeguarding Training. Disabled children must receive the same level of protection from harm as other children and the procedures described elsewhere in this policy apply equally to them. If a Disabled child has a communication impairment or learning difficulty, special attention should be paid to his/her needs. If any staff member has concerns regarding any child being abused or at risk of abuse they should report this immediately to their Designated Safeguarding Lead.

Children Missing from Education

Elysian is situated on a farm in a rural area in Shamley Green, near Guildford in Surrey. The grounds of the farm cover approximately 100 acres and is surrounded by further fields on two sides, a canal on one side and a road on the other. There is a public right of way that runs through the land to one side of the grounds, well away from the main site. We take every precaution to ensure the safety of our pupils and all pupils are well supervised at all times if they leave the main site for an activity. When pupils leave the building to go home, they are seen into their taxis / carers' vehicles by staff, unless there is written permission for a pupil to

make their own way home. In the event of any pupil absconding the pupils individual risk assessment will be followed.

It is recognised that a child regularly missing from education can be an indicator of more serious issues. All unauthorised absence will be recorded and reported to the parent/guardian. Where there are repeated absences, this will be brought to the attention of the DSL for further action.

Co-operation with external agencies

Elysian requires all staff members and volunteers to co-operate with child protection agencies in the event of a child protection investigation. It is important that all the facts are established and that the full extent of any abuse is discovered so that the children and young people affected or potentially affected can receive proper protection and help. Elysian also expects staff to be helpful in enabling children and young people to have access to approved professionals in the interests of achieving safe and open working practices. Staff should always be helpful to visiting social workers and any other appropriate visitors. In doing so they should ensure that children and young people are given the opportunity to speak to these people in private. The Childline Helpline telephone number must be prominently displayed at Elysian. The DSL must ensure that the number is available for use by the children and young people always.

Following the recent Working Together 2018 statutory guidance and the establishment of the 3 safeguarding partners (the Local Authority, Chief Officers of Police and Clinical Commissioning Groups) to replace Local Safeguarding Children Boards, Elysian will seek to work with, and fully co-operate with the safeguarding partners, which is called the Surrey Safeguarding Children Partnership.

Confidentiality

Information relating to child protection should always be treated in accordance with the company's policy on confidentiality and only be shared on a need to know basis in accordance with these procedures.

This policy will be reviewed annually by the Executive Director and or the Management Committee

APPENDIX 1

ROLE AND RESPONSIBILITIES OF THE ELYSIAN DESIGNATED SAFEGUARDING LEAD

The Elysian Designated Safeguarding Lead (DSL) is the Executive Director and is the first point of contact for any member of Elysian staff who has a concern about the safety and well-being of a pupil. The DSL does not need to be a member of the teaching staff but should be a recognised member of the Senior Leadership Team with the required status and authority to carry out the requirements of the role. In the event that the DSL is unavailable, the Head of Education will act as the Deputy. The DSL and Deputy are required to undertake enhanced child protection training every two years, training set out in Keeping Children Safe in Education 2019, and should supplement this training by attending workshops which are currently provided by Surrey Safeguarding Children Partnership.

Requirements:

- Ensure that all staff follow this policy and its procedures
- To have the skills and ability to identify signs of abuse.
- To know how to refer concerns to the appropriate investigating agencies.
- Maintain detailed and accurate written records of child protection concerns and ensure they are kept securely.
- Offer support, advice and give a level of expertise to all members of Elysian staff.
- Ensure that all staff have access to and understand the Elysian Child Protection Policy and the Surrey Child Protection Procedures.
- Child protection and Safeguarding training is part of the induction for all new Elysian staff and that they are also linked into any relevant training.
- Be responsible for the annual review and update of the Elysian Safeguarding Policy and the presentation of this to the Management Committee.
- Ensure that a copy of the Elysian Child Protection Policy is available for any parents / carers and professionals who request to see it.
- Ensure that the Head of Education is updated on a regular basis about all issues and child protection investigations.
- Ensure that relevant safeguarding files are copied and forwarded appropriately when pupil transfers to another school.
- Be part of the team who review and monitor any causes of concern relating to pupils which are raised at Elysian.

APPENDIX 2

DSL Charlotte Williams (Executive Director)

Elysian's points of contact for children who are the focus of concern are as follows:

Surrey County Council: Surrey Safeguarding Children Partnership website for child protection:

www.surreyscp.org.uk

SSCP Central Duty Team – 0300 470 9100

Out of hours emergency duty team: 01483 517898

Child Sexual Exploitation (Surrey) – 101

Local Area Designated Officer LADO for Surrey: 0300 123 1650

Police Emergency - 999

Surrey Police Non-Emergency – 101

OFSTED Safeguarding Children 08456 404046 (Monday to Friday from 8am to 6pm)

Whistleblowing@ofsted.gov.uk

Department for Education dedicated helpline for staff and Management Committee members:

020 7340 7264 and counter-extremism@education.gsi.gov.uk

Disclosure and Barring Service:

PO Box 181, Darlington, DL1 9FA Tel: 01325 953795

Prevent referral form can be found at <https://www.surreyscp.org.uk/2018/12/16/prevent-referral-process-september-2018/>

CHANNEL guidance: <https://www.gov.uk/government/publications/channel-guidance>

Educational information on Sex, Relationships and the Internet:

Child Exploitation and Online Protection (CEOPS) – www.thinkuknow.co.uk

When to call the police guidance from NSPCC:

<https://www.npcc.police.uk/documents/Children%20and%20Young%20people/When%20to%20call%20the%20police%20guidance%20for%20schools%20and%20colleges.pdf>

Government Data protection toolkit for schools:

<https://www.gov.uk/government/publications/data-protection-toolkit-for-schools>

Guidance on reporting Female Genital Mutilation:

<https://www.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information>

APPENDIX 3**Elysian****Safeguarding Incident/Concern Form**

Pupil Name	Date of Birth and Year Group
Name and position of person completing form	
Date & Time of Incident or concern:	
Incident/Concern (who, what, where, when):	
Any other relevant information (witnesses, immediate action taken Please state name and position of person who you informed: Please state time and date you informed them:	
Action Taken	
Signature	Date form completed

Record of Action

Date	Details of Actions and Responses (including time and date)	Signature

APPENDIX 4

Safeguarding Referral Flowchart for staff:

