

Elysian Safeguarding & Child Protection Policy



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This policy is applicable to all Elysian sites.

1. Aims

Elysian aims to ensure that:

- Appropriate action is taken in a timely manner to safeguard and promote children and young people's welfare.
- All staff are aware of their statutory responsibilities with respect to safeguarding.
- Staff are properly trained in recognising and reporting safeguarding issues.

2. 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 or young person's wishes are considered 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 legal requirements
- 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 UK 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

3. Legislation

This policy is based on the Department for Education's (DfE) statutory guidance **Keeping Children Safe in Education September 2025** and **Working Together to Safeguard Children 2023**. We comply with this guidance and the arrangements agreed by our local safeguarding partners.

This policy is also based upon the following legislation and guidance:

- Children Act 1989 & 2004 which provides a framework for the care and protection of children
- Female Genital Mutilation Act 2023, updated July 2024
- Statutory guidance on FGM, which sets out responsibilities with regards to safeguarding and supporting girls affected by FGM
- Safeguarding Vulnerable Groups Act 2006 schedule 4
- The Counterterrorism and Security Act 2015 – Prevent duty
- Statutory guidance on the Prevent duty, which explains provisions' duties under the counter terrorism and Security Act 2015 with respect to protecting people from the risk of radicalisation and extremism
- Protection from Offenders Regulations 1997
- Safeguarding Children and Safer Recruitment in Education DfE Guidance 2007
- Safeguarding Children Abused through Sexual Exploitation Surrey SCB documents
- Child Protection Procedures Surrey SCB
- 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
- Generative AI: product safety expectations: Published 22 January 2025

4. Definitions

Safeguarding and promoting the welfare of children means:

(Within KCSiE 2024):

- providing help and support to meet the needs of children as soon as problems emerge
- protecting children from maltreatment, whether that is within or outside the home, including online
- preventing the 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."

Within this document:

'Safeguarding' is defined in the Children Act 2004 as protecting from maltreatment; preventing impairment of health and development; ensuring that children grow up with the provision of safe and effective care; and work in a way that gives the best life chances and transition to adult hood. Our safeguarding practice applies to every child.

The term **Staff** applies to all those working for or on behalf of the provision, full time or part time, in either a paid or voluntary capacity. This also includes volunteers, governors and members of the advisory board.

Child refers to all young people who have not yet reached their 18th birthday. On the whole, this will apply to pupils of our school provision. However, the policy will extend to visiting children from other establishments.

Parent refers to birth parents and other adults in a parenting role for example adoptive parents, guardians, stepparents, and foster carers.

5. Key personnel

The designated safeguarding leads for Elysian are members of the Senior Leadership team, displayed on posters on the main board at each site. The safeguarding Governor is Charlotte Williams.

Contextual Safeguarding

Contextual safeguarding recognises that as children and young people grow and develop, they are influenced by a full range of environments and people outside of their family for example in provision or college, in the local community, in their peer groups or online. Contextual safeguarding looks at how we can best understand these risks, engage with children and young people, and help to keep them safe.

Child protection is part of this definition and refers to activities undertaken to prevent children and young people suffering, or being likely to suffer, significant harm.

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

Abuse is a form of maltreatment of a child or young person and may involve inflicting harm or failing to act to prevent harm. There are 5 significant forms of abuse – Emotional, Physical, Racial, Financial and Sexual. In direct relation to domestic abuse, this includes 'including where they see, hear or experience its effects'

Neglect is a form of abuse and is the persistent failure to meet the basic physical and physiological needs of the child or young person that results in serious impairment of their health and development, including the failure to provide adequate food, clothing, shelter, and failure to respond to basic emotional needs, such as being cared for when sick. Being homeless is a form of neglect.

Sharing of nudes and semi-nudes (also known as sexting or youth produced sexual imagery) is where children and young people share nude or semi-nude images, videos, or live streams.

Children includes everyone under the age of 18

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 or young person'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 to provide the best holistic support for the family. 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 and young person. Staff should be alert to the potential need for Early Help for pupils who have experienced multiple suspensions, as these are at greater risk of being permanently excluded from schools, colleges and Alternative Provisions. In addition, children who have a parent/carer who is in custody, or is affected by parental offending should

be considered for early Help interventions. Those children and young people who frequently go missing from education, home or care should also be considered as 'at risk', and early help interventions should be considered.

6. Equality Statement

Some children and young people have an increased risk of abuse, and additional barriers can exist for some children and young people with respect to recognising or disclosing it. We are committed to anti-discriminatory practice and recognise children and young people's diverse circumstances. We ensure that all children and young people have the same protection, regardless of any barriers they may face.

We give special consideration to children and young people who:

- Have special educational needs (SEN) or disabilities or health conditions.
- Are looked after or previously looked after.
- Are at risk due to either their own or a family member's mental health needs.
- May experience discrimination due to their race, ethnicity, religion, gender identification or sexuality
- Have English as an additional language.
- Are known to be living in difficult situations – for example, temporary accommodation or where there are issues such as substance abuse or domestic violence.
- Are young carers.
- Are at risk of FGM, sexual exploitation, forced marriage, or radicalisation.
- Are asylum seekers.
- Are missing from education.

Elysian believes that the protection of children and young people should be non-discriminatory and that all children and young people 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 Elysian's policy on confidentiality. The act to protect a child or young person from significant harm will not be delayed whether it is possible to contact the Designated Safeguarding Lead/Deputy DSL (Designated Safeguarding Lead) or not.

7. Responsibilities

7.1 Organisational Responsibilities

Elysian will be initially responsible for the implementation of the Safeguarding Policy and may designate a certain member of staff to manage the Safeguarding Policy and its implementation.

It is the responsibility of the Designated Safeguarding Leads (DSL), to take appropriate action following any expression of concern and make referrals to the appropriate agency.

Elysian will ensure that the Designated Safeguarding Leads participate in regular safeguarding training on an annual basis so that they are aware of the procedures of identifying and reporting suspected cases of abuse and neglect and are up to date with any legal changes.

All staff/ volunteers will be made aware of this Safeguarding Policy and related relevant procedures as part of their induction and their contract of employment.

All staff / volunteers will be informed and have access to regular training as required to update their knowledge on safeguarding. Training is accessed from Key for School Leaders, from the SSCP (Surrey Safeguarding Children's Partnership) Partnership Training Programme, Surrey Safeguarding Children Partnership (surreyscp.org.uk), London Grid for Learning (LGfL) or another recognised provider. Elysian will work in accordance with guidance and good practice from the Surrey Safeguarding Children Partnership. More information can be found at: Surrey Safeguarding Children Partnership (surreyscp.org.uk)

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 Provision Standards.

In line with the DfE's guidance 'Keeping Children Safe in Education' (2025), 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.

7.2 Safeguarding Lead Responsibilities

The DSLs take lead responsibility for child protection and wider safeguarding in the provisions on all sites on which Elysian operates.

The DSL's will be available for staff to discuss any safeguarding concerns on a full-time basis and can be contacted in person, or by email, telephone or through internal messaging systems.

When the DSL's are absent, the DDSL will take action.

If the DSL's and DDSL's are not available, a member of the SLT will act as cover, and advice from DSL's on other sites can be sought.

The DSL's will be given the time, funding, training, resources, and support to:

- Provide advice and support to other staff on child welfare and child protection matters.
- Take part in strategy discussions and inter-agency meetings and/or support other staff to do so.
- Contribute to the assessment of children.
- Refer suspected cases, as appropriate, to the relevant body (local authority children's social care, Channel programme, Disclosure and Barring Service, and/or police), and support staff who make such referrals directly.

The DSL's will also keep the Executive Director informed of any issues and liaise with local authority case managers and designated officers for child protection concerns as appropriate. The full responsibility of the DSL's is set out in their job descriptions but includes that the DSL should keep written records of all concerns, discussions and decisions, including the rationale for those decisions.

This should include instances where referrals were or were not made to another agency such as LA children's social care or the Prevent program

7.3 Staff and Volunteer Responsibilities

Any new member of staff or volunteer with direct contact with young people will be taken through this safeguarding policy as part of the induction process and offered training soon after commencing their post. All staff and volunteers to participate in timely and relevant training. All staff have a duty to ensure that any suspected incident, allegation, or other manifestation relating to child protection is reported using the procedures that have been agreed for use at Elysian. If in any doubt about what action to take, employees must seek advice from the Designated Safeguarding Lead or in their absence, the Head of Education.

8. Confidentiality

All staff at Elysian will follow The Data Protection Act (DPA) 2018 and UK GDPR; these do not prevent, or limit, the sharing of information for the purposes of keeping children and young people safe. If staff need to share 'special category personal data,' the DPA 2018 contains 'safeguarding of children and individuals at risk' as a processing condition that allows practitioners to share information without consent if it is not possible to gain consent, it cannot be reasonably expected that a practitioner gains consent, or if to gain consent would place a child at risk. Fears about sharing information must not be allowed to stand in the way of the need to promote the welfare, and protect the safety, of children and young people.

Staff should never promise a child or young person that they will not tell anyone about a report of abuse, as this may not be in the child or young person's best interests.

If staff are in any doubt about sharing information, they should speak to the designated safeguarding lead (or deputy).

9. 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 page 24 of KCSiE 2024) .

- Make sure the child or young person is safe whilst you act
- If there is a need for the child or young person to receive emergency medical attention, make sure this happens
- Inform the Designated Safeguarding Lead to discuss your concern
- The DSL may gain advice from the local safeguarding board (depending on which authority the young person is placed from) 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
- A general safeguarding or wellbeing concern which requires early help, monitoring or further support for the young person provided by the existing professional network

- 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 DSL's 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 child or 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 child, 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 child or young person, it is important to ensure the child or young person is accompanied by a supportive adult of his or her own choice. The DSL's, wherever feasible, must ensure that any child or 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.

10. Allegations

10.1 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.

10.2 Allegations made against other pupils

We recognise that children and young people can abuse their peers. Abuse will never be tolerated or passed off as “banter,” “just having a laugh” or “part of growing up,” as this can lead to a culture of unacceptable behaviours and an unsafe environment for learners.

We also recognise the gendered nature of child-on-child abuse. However, all child-on-child abuse is unacceptable and will be taken seriously.

Most cases of children and young people hurting other pupils will be dealt with under our behaviour policy, but this child protection and safeguarding policy will apply to any allegations that raise safeguarding concerns. This might include where the alleged behaviour:

- Is serious, and potentially a criminal offence
- Could put children and young people in the provision at risk
- Is violent
- Involves children or young people being forced to use drugs or alcohol
- Involves sexual exploitation, sexual abuse, or sexual harassment, such as indecent exposure, sexual assault, upskirting or sexually inappropriate pictures or videos (including the sharing of nudes and semi-nudes)

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 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's 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.

10.3 Allegations 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, learners, 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 DSL will be dealt with as quickly 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 Section 8). 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.

Contact details for the LADO in Hampshire and Surrey are:

- Hampshire (Liss site @ Janche stables): 01962 876364
- Surrey (Guildford site @ Westlands Farm) and (Hillside @ West Horsley): 0300 123 1650 (option 3), LADO@surreycc.gov.uk

For other local authorities, contact details of safeguarding teams and LADOs can be found in the appendices of this document.

In addition:

- The Executive Director 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's, 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 director is in any way implicated in allegations, staff members and volunteers should discuss their concern directly with the Chair of the Advisory Board. If the allegation is directed at the Head of Education, the Executive Director should be informed. If the allegation is directed towards a DSL, the Head of Education and Learning should be informed. The nature of an allegation of child abuse is such that Elysian may 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 thoroughly investigated. To protect the interests of the children, young people and the employee, the employee may be suspended from duty in accordance with the Elysian's disciplinary procedure. In any situation, a risk-assessment will be completed, outlining any risks in the employee continuing to work and any risk mitigation that can be introduced. 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 who may be a member of the Advisory Board.

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

11 Specific Safeguarding

11.1 Safeguarding children abused through sexual exploitation (CSE).

The sexual exploitation of children and young people 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.

All staff receive mandatory training on Child Sexual Exploitation through online and face to face training. 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 or young person 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.

11.2 Safeguarding children who are at risk of 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 the appendices.

11.3 Safeguarding children who may be 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 on 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 children and 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 children and young people 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. If any staff member should become concerned that a child or young person is being exposed or is at risk of becoming involved in a gang culture staff must consult with the DSL.

11.4 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, young people 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 and young people can be targeted and recruited into county lines in several locations including provisions, further and higher educational institutions, pupil referral units, special educational needs provisions, children’s homes, and care homes. Children and young people 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 and young people 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 provision), when the victim may have been trafficked for the purpose of transporting drugs. Additional indicators may be those who,

- Go missing from school or home and are subsequently found in areas away from their home
- Have been the perpetrator or alleged perpetrator of serious violence (e.g. knife crime), as well as the victim.

If a child or young person 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.

11.5 Child Criminal Exploitation (CCE).

CCE is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child or young person 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 and young person being forced to work in cannabis factories, being coerced into moving drugs or money across the country, forced to shoplift or pickpocket or to threaten other young people.

11.6 Safeguarding children who may have been trafficked.

Trafficked children and young people are at increased risk of significant harm because they are largely invisible to professionals who would be able to assist them. 'Trafficked' children and young people are any children or young people 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 and young people includes prostitution, sexual exploitation, forced labour or services, slavery, servitude, or the removal of organs.

A child or young person may be trafficked between several countries in the EU or globally, prior to being trafficked into/within the UK. The child or young person may have entered illegally or legally but the intention of exploitation underpins the entire process. Children and young people who have been trafficked and exploited will suffer some form of physical or mental harm. Trafficked children and young people 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 and young people 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 or young person has been or is/at risk of being trafficked then they will notify the DSL who will pass this information onto the relevant authorities.

11.7 Prevent and safeguarding against radicalisation and PREVENT Duty.

Radicalisation is defined within KCSiE 2024 as 'the process of a person legitimising support for, or use of, terrorist violence'. Exposure of children and young people to radicalisation into terrorism ideologies 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 children and 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 and young people 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 and young people from other risks. All children and 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 child or 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 child or young person.

The Prevent Duty

All provisions and colleges are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015 (the CTSA 2015), in the exercise of their functions, to have “due regard to the need to prevent people from being drawn into terrorism”.

This duty is known as the Prevent duty and should be seen as part of provisions’ and colleges’ wider safeguarding obligations.

The designated safeguarding lead (and any deputies) will be aware of local procedures for making a Prevent referral.

11.8 Children and young people with family members in prison.

It is estimated that approximately 3% of children and young people have a parent in prison, whilst there are others who have some other family member in prison. There can be many barriers to children and young people telling us that they have a family member in prison, for example shame, stigma and embarrassment. Children and young people may have been told that their family member is “staying away”, therefore not knowing the true reason as to why that person is not around. Where a child or young person has a parent or other close family member in prison, they may have been witness to or involved in the act(s) that had led to the prison sentence. The Police may have raided the home, there may be gang involvement, substance misuse, parental mental ill health or domestic abuse. It is essential that we remain open minded as to what issues may be impacting on the child or young person in front of us.

11.9 Modern slavery.

Trafficking and Modern Slavery are forms of child abuse and are a serious violation of human rights. As with all forms of child exploitation, it involves an imbalance of power between the young person and those who are controlling them (for example because of age or status).

Modern slavery of children and young people in the UK takes a variety of forms including but not limited to sexual exploitation, criminal exploitation, financial exploitation, domestic servitude, forced labour and forced or child marriage.

The National Referral Mechanism (NRM) is the process used to identify and support victims of trafficking in the UK. The NRM is also a useful tool for disrupting perpetrators of exploitation.

To be referred to the NRM the young person first needs to be referred to an organisation with ‘first responder’ status, for example police, children’s social care and some charities.

Statutory agencies (including police and local authorities) have a duty to report suspected trafficking cases under Section 52 of the Modern Slavery Act 2015.

A child does not have to provide their consent to be referred into the NRM. This means if an agency is dealing with a potential child victim of Modern Slavery or Human Trafficking they must refer them. It is crucial to remember that you only need to think a child may be experiencing this form of abuse.

11.10 Children Who Are Absent from Education.

We take every precaution to ensure the safety of our children and young people and all children and young people are always well supervised if they leave the main site for an activity. When learners leave to go home, they are seen into their taxis / carers’ vehicles by staff. In the event of any child or young person absconding the pupils individual risk assessment will be followed.

It is recognised that a child or young person who is absent from provision or 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 children and young people attend Elysian as an Alternative or Therapeutic Provision, we will liaise with the other provider(s) as required to report attendance.

Where there are repeated absences, this will be brought to the attention of the DSL's for further action.

11.11 Child abduction and community safety incidents.

Child abduction is the unauthorised removal or retention of a minor from a parent or anyone with legal responsibility for the child. Child abduction can be committed by parents or other family members, by people known but not related to the victim (such as neighbours, friends and acquaintances) and by strangers. Other community safety incidents in the vicinity of a provision can raise concerns amongst children and parents, for example, people loitering nearby or unknown adults engaging children in conversation.

11.12 Homelessness.

It is a basic human right for children and young people to have safe and adequate shelter. Many children and young people are at risk of being made homeless. Indicators that a family may be at risk of homelessness can/may include:

- Household debt
- Rent arrears
- Domestic abuse
- Anti-social behaviour
- Being asked to leave a property.

If a child or young person is homeless a referral will be made to C-SPA (Surrey residents) or MASH (Bracknell and Hampshire residents), or the relevant children's safeguarding partners, dependent on the authority

11.13 Domestic Abuse and Domestic Violence.

Domestic abuse is defined as "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". The abuse can encompass, but is not limited to:

- psychological
- physical
- sexual
- financial
- emotional

Domestic abuse can also include forced marriage and so-called "honour crimes".

Controlling and coercive behaviour

Domestic abuse is often thought of as physical, such as hitting, slapping or beating, but it can also be controlling or coercive behaviour. This is important as what might look like an isolated incident of violent abuse could be taking place in a context of controlling or coercive behaviour.

Controlling behaviour is a range of acts designed to make a person subordinate and/or independent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.

Children who live in families where there is domestic abuse can suffer serious long-term emotional and psychological effects. Even if they are not physically harmed or do not witness acts of violence, they can pick up on the tensions and harmful interactions between adults. Children of any age are affected by domestic violence and abuse. At no age will they be unaffected by what is happening, even when they are in the womb.

The physical, psychological and emotional effects of domestic violence on children can be severe and long-lasting. Some children may become withdrawn and find it difficult to communicate. Others may act out the aggression they have witnessed or blame themselves for the abuse. All children living with abuse are under stress.

11.14 Gender based violence.

<https://www.gov.uk/government/policies/violence-against-women-and-girls>

The government has a strategy looking at specific issues faced by women and girls. Within the context of this safeguarding policy the following sections are how we respond to violence against girls: female genital mutilation, forced marriage, honour-based violence and teenage relationship abuse all fall under this strategy.

11.15 Female Genital Mutilation (FGM)

FGM comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs for non-medical reasons. It has no health benefits and harms girls and women in many ways. It involves removing and damaging healthy and normal female genital tissue, and hence interferes with the natural function of girls' and women's bodies.

The age at which girls undergo FGM varies enormously according to the community. The procedure may be carried out when the girl is newborn, during childhood or adolescence, just before marriage or during the first pregnancy. However, most cases of FGM are thought to take place between the ages of 5 and 8 and therefore girls within that age bracket are at a higher risk.

FGM is illegal in the UK. On the 31 October 2015, it became mandatory for teachers to report known cases of FGM to the police. 'Known' cases are those where either a girl informs the person that an act of FGM – however described – has been carried out on her, or where the person observes physical signs on a girl appearing to show that an act of FGM has been carried out and the person has no reason to believe that the act was, or was part of, a surgical operation within section 1(2)(a) or (b) of the FGM Act.

In these situations, the DSL's and/or headteacher will be informed and DSL must call the police to report suspicion that FGM has happened. At no time will staff examine pupils to confirm concerns.

For cases where it is believed that a girl may be vulnerable to FGM or there is a concern that she may be about to be genitally mutilated, the staff will inform the DSL who will report it as with any other child protection concern. While FGM has a specific definition, there are other abusive cultural practices which can be considered harmful to women and girls.

Breast ironing is one of five UN defined 'forgotten crimes against women'. It is a practice whereby the breasts of girls typically aged 8-16 are pounded using tools such as spatulas, grinding stones, hot stones, and hammers to delay the appearance of puberty. This practice is considered to be abusive and should be referred to children's social care.

11.16 Forced Marriage

In the case of children: 'a forced marriage is a marriage in which one or both spouses cannot consent to the marriage and duress is involved. Duress can include physical, 8 psychological, financial, sexual and emotional pressure.' In developing countries 11% of girls are married before the age of 15. One in 3 victims of forced marriage in the U.K. is under 18.

It is important that all members of staff recognise the presenting symptoms, how to respond if there are concerns and where to turn for advice. Advice and help can be obtained nationally through the Forced Marriage Unit and locally through the local police safeguarding team or children's social care. Policies and practices in this provision reflect the fact that while all members of staff, including teachers, have important responsibilities with regard to pupils who may be at risk of forced marriage, teachers and provision leaders should not undertake roles in this regard that are most appropriately discharged by other children's services professionals such as police officers or social workers.

While individual cases of forced marriage, and attempted forced marriage, are often very particular, they are likely to share a number of common and important characteristics, including:

- an extended absence from provision/college, including truancy.
- a drop in performance or sudden signs of low motivation.
- excessive parental restriction and control of movements.
- a history of siblings leaving education to marry early.
- poor performance, parental control of income and students being allowed only limited career choices.
- evidence of self-harm, treatment for depression, attempted suicide, social isolation, eating disorders or substance abuse.
- evidence of family disputes/conflict, domestic violence/abuse or running away from home.

On their own, these characteristics may not indicate forced marriage. However, it is important to be satisfied that where these behaviours occur, they are not linked to forced marriage. It is also important to avoid making assumptions about an individual pupil's circumstances or act on the basis of stereotyping. For example, an extended holiday may be taken for entirely legitimate reasons and may not necessarily represent a pretext for forced marriage.

11.17 Teenage Relationship Abuse

Relationship abuse can take place at any age and describes unacceptable behaviour between two people who are in a relationship.

Research has shown that teenagers do not always understand what may constitute abusive and controlling behaviours, e.g. checking someone's 'phone, telling them what to wear, who they can/can't see or speak to or coercing them to engage in activities they are not comfortable with. The government campaign "disrespect nobody" provides other examples of abusive behaviour within a relationship.

This lack of understanding can lead to these abusive behaviours feeling 'normal' and therefore left unchallenged, as they are not recognised as being abusive.

In response to these research findings, the provision will provide education to help prevent teenagers from becoming victims and perpetrators of abusive relationships, by encouraging them to rethink their views of violence, abuse and controlling behaviours, and understand what consent means within their relationships. This will form part of the provision's curriculum content in respect of Relationship Education.

If the provision has concerns about a child in respect of relationship abuse, it will report those concerns in line with procedures to the appropriate authorities as a safeguarding concern, a crime or both.

11.18 Sexual Violence and Sexual Harassment Between Children (SVSH)

Sexual violence and sexual harassment (SVSH) can occur between two children of any age and sex from primary to secondary stage and into colleges. It can also occur through a group of children sexually assaulting or sexually harassing a single child or group of children.

Within our provision all staff receive training about sexual violence and sexual harassment and what to do if they have a concern or receive a report. Whilst any report of sexual violence or sexual harassment should be taken seriously, staff are aware it is more likely that girls will be the victims of sexual violence and sexual harassment and more likely it will be perpetrated by boys. This pattern of prevalence will not, however, be an obstacle to ALL concerns being treated seriously.

This provision has a zero-tolerance approach to SVSH. We are clear that sexual violence and sexual harassment is not acceptable, will never be tolerated and is not an inevitable part of growing up. It cannot be described as 'banter', 'having a laugh' or 'boys being boys.'

We will also take seriously any sharing of sexual images (photos, pictures, or drawings) and videos; sexual jokes, comments or taunting either in person or on social media; or on-line sexual harassment.

We will follow the "Sexual violence and sexual harassment between children in provisions and colleges" advice provided by the DfE.

We will challenge all contact behaviours that have a sexual nature to them such as pushing or rubbing against, grabbing bottoms, breasts or genitals, pinching or flicking bras, lifting skirts or pulling down trousers and impose appropriate levels of disciplinary action, to be clear that these behaviours are not tolerated or acceptable. Support will be provided to victims of sexual violence and sexual harassment, and we will ensure that they are kept safe.

Staff in the provision will remain vigilant and intervene early to prevent low level behaviours from becoming abusive experiences. All staff will maintain the attitude that "It could happen here".

11.19 Upskirting

In 2019 the Voyeurism Offences Act came into force and made the practice of upskirting illegal.

Upskirting is defined as someone taking a picture under another person's clothing without their knowledge, with the intention of viewing their genitals or buttocks, with or without 11 underwear. The intent of upskirting is to gain sexual gratification or to cause the victim humiliation, distress, or alarm. It is a criminal offence. Anyone of any gender, can be a victim.

If staff become aware that upskirting has occurred, this may be treated as a sexual offence and reported accordingly to the DSL and may be referred onwards to the police.

Behaviours that would be considered as sexual harassment which may be pre-cursors to upskirting, such as the use of reflective surfaces or mirrors to view underwear or genitals, will not be tolerated and the provision will respond to these with appropriate action and education.

If technology that is designed for covert placement and could be used to take upskirting or indecent images is discovered in the provision, it will be confiscated. If the technology is in location and potentially may have captured

images, this will be reported to the police and left in situ so that appropriate forensic measures may be taken to gather evidence.

Any confiscated technology will be passed to the headteacher to make a decision about what happens to the items. This will be carried out under the principles set out in the government guidance on searching, screening and confiscation.

If the image is taken on a mobile phone, the phone will be confiscated under the same principles. This may need to be passed to the police for them to investigate, if there is evidence that a crime has been committed.

11.20 The Trigger Trio

The term 'Trigger Trio' has replaced the previous phrase 'Toxic Trio' which was used to describe the issues of domestic violence, mental ill-health and substance misuse which have been identified as common features of families where harm to adults and children has occurred.

The Trigger Trio are viewed as indicators of increased risk of harm to children and young people. In an analysis of Serious Cases Reviews undertaken by Ofsted in 2011, they found that in nearly 75% of these cases two or more of the triggers were present. These factors will have a contextual impact on the safeguarding of children and young people.

11.21 Parental mental health

The term 'mental ill health' is used to cover a wide range of conditions, from eating disorders, mild depression, and anxiety to psychotic illnesses such as schizophrenia or bipolar disorder. Parental mental illness does not necessarily have an adverse impact on a child's developmental needs, but it is essential to always assess its implications for each child in the family. It is essential that the diagnosis of a parent's/carer's mental health is not seen as defining the level of risk. Similarly, the absence of a diagnosis does not equate to there being little or no risk.

For children, the impact of poor parental mental health can include:

- The parent's/carer's needs or illnesses taking precedence over the child's needs.
- The child's physical and emotional needs being neglected.
- The child acting as a young carer for a parent or a sibling.
- The child having restricted social and recreational activities.
- The child finding it difficult to concentrate, potentially having an impact on educational achievement.
- The child missing provision regularly as (s)he is being kept home as a companion for a parent/carer.
- The child adopting paranoid or suspicious behaviour as they believe their parent's delusions.
- Witnessing self-harming behaviour and suicide attempts (including attempts that involve the child).
- Obsessional compulsive behaviours involving the child.

If staff become aware of any of the above indicators, or others that suggest a child is suffering due to parental mental health, the information will be shared with the DSL to consider a referral to children's social care.

11.22 Parental Substance misuse

Substance misuse applies to the misuse of alcohol as well as 'problem drug use', defined by the Advisory Council on the Misuse of Drugs as drug use which has: 'serious negative consequences of a physical, psychological, social, and interpersonal, financial or legal nature for users and those around them.

Parental substance misuse of drugs or alcohol becomes relevant to child protection when substance misuse and personal circumstances indicate that their parenting capacity is likely to be seriously impaired or that undue caring responsibilities are likely to be falling on a child in the family.

For children, the impact of parental substance misuse can include:

- Inadequate food, heat, and clothing for children (family finances used to fund adult's dependency)
- Lack of engagement or interest from parents in their development, education, or wellbeing
- Behavioural difficulties- inappropriate display of sexual and/or aggressive behaviour
- Bullying (including due to poor physical appearance)
- Isolation – finding it hard to socialise, make friends or invite them home.
- Tiredness or lack of concentration
- Child talking of or bringing into provision drugs or related paraphernalia.
- Injuries /accidents (due to inadequate adult supervision)
- Taking on a caring role
- Continued poor academic performance including difficulties completing homework on time
- Poor attendance or late arrival.

These behaviours themselves do not indicate that a child's parent is misusing substances but should be considered as indicators that this may be the case.

If staff believe that a child is living with parental substance misuse, this will be reported to the designated safeguarding lead for referral to children's social care to be considered.

11.23 Young Carers

As many as 1 in 12 children and young people provide care for another person. This could be a parent, a relative or a sibling and for different reasons such as disability, chronic illness, mental health needs, or adults who are misusing drugs or alcohol. Pupils who provide care for another are Young Carers. These young people can miss out on opportunities, and the requirement to provide care can impact on provision attendance or punctuality, limit time for homework, leisure activities and social time with friends.

As a provision we may refer a young carer to children's social care for a carers assessment to be carried out. We will consider support that can be offered and make use of the resources and guidance from Save the Children in their young carers work.

11.24 Missing, Exploited and Trafficked Children (MET)

The acronym MET is used to identify all children who are missing; believed to be at risk of or are being exploited; or who are at risk of or are being trafficked. Given the close links between all these issues, there has been a considered response to view them as potentially linked, so that cross over of risk is not missed.

11.25 Children Missing from Home or Care

It is known that children who go missing are at risk of suffering significant harm, and there are specific risks around children running away and the risk of sexual exploitation.

The police definition of 'missing' is: "Anyone whose whereabouts cannot be established will be considered as missing until located, and their well-being or otherwise confirmed."

Local authorities have safeguarding duties in relation to children missing from home and should work with the police to risk assess and analyse data for patterns that indicate particular concerns and risks. The police will prioritise all incidents of missing children as medium or high risk. Where a child is recorded as being absent, the details will be recorded by the police, who will also agree review times and any on-going actions with person reporting.

A missing child incident would be prioritised as 'high risk' where:

- the risk posed is immediate and there are substantial grounds for believing that the child is in danger through their own vulnerability.
- the child may have been the victim of a serious crime.
- the risk posed is immediate and there are substantial grounds for believing that the public is in danger.

The high-risk category requires the immediate deployment of police resources.

Authorities need to be alert to the risk of sexual exploitation or involvement in drugs, gangs or criminal activity, trafficking and to be aware of local "hot spots", as well as concerns about any individuals with whom children might runaway.

Child protection procedures must be initiated in collaboration with children's social care services whenever there are concerns that a child who is missing may be suffering, or likely to suffer, significant harm.

Within any case of children who are missing both push and pull factors will need to be considered.

Push factors include:

- Conflict with parents/carers
- Feeling powerless
- Being bullied/abused
- Being unhappy/not being listened to
- The Trigger Trio (domestic abuse, parental mental ill health, and parental substance misuse)

Pull factors include:

- Wanting to be with family/friends
- Drugs, money, and any exchangeable item
- Peer pressure
- For those who have been trafficked into the United Kingdom as unaccompanied asylum-seeking children, there will be pressure to contact their trafficker.

We will inform all parents of children who are absent (unless the parent has informed us). If the parent is also unaware of the location of their child, and the definition of missing is met, we will either support the parent to contact the police to inform them or do so ourselves with urgency.

11.26 Mental Health

All staff should be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation. Only appropriately trained professionals should attempt to make a diagnosis of a mental health problem.

Education staff, however, are well placed to observe children day-to-day and identify those whose behaviour suggests that they may be experiencing a mental health problem or be at risk of developing one. Provisions and colleges can

access a range of advice to help them identify children in need of extra mental health support, this includes working with external agencies.

If staff have a mental health concern about a child that is also a safeguarding concern, immediate action should be taken, following their child protection policy, and speaking to the designated safeguarding lead or a deputy.

11.27 Children and the Court System

Children are sometimes required to give evidence in criminal courts, either for crimes committed against them or for crimes they have witnessed. There are two age-appropriate guides to support children 5-11 year olds and 12-17 year olds.

The guides explain each step of the process, support and special measures that are available. There are diagrams illustrating the courtroom structure and the use of video links is explained. Making child arrangements via the family courts following separation can be stressful and entrench conflict in families. This can be stressful for children.

11.28 Sexual Violence and Sexual Harassment Between Children in Provisions and Colleges

Sexual violence and sexual harassment can occur between two children of any age and sex from primary to secondary stage and into colleges. It can also occur online. It can also occur through a group of children sexually assaulting or sexually harassing a single child or group of children.

Children who are victims of sexual violence and sexual harassment will likely find the experience stressful and distressing. This will, in all likelihood, adversely affect their educational attainment and will be exacerbated if the alleged perpetrator(s) attends the same provision or college.

Sexual violence and sexual harassment exist on a continuum and may overlap, they can occur online and face to face (both physically and verbally) and are never acceptable.

It is essential that all victims are reassured that they are being taken seriously and that they will be supported and kept safe. A victim should never be given the impression that they are creating a problem by reporting sexual violence or sexual harassment. Nor should a victim ever be made to feel ashamed for making a report.

Early Help is support for children of all ages that improves a family's resilience and outcomes or reduces the chance of a problem getting worse. Staff at Elysian will always consider whether this approach is helpful and proportionate as a support strategy, making referrals where appropriate.

11.29 Serious Violence

There are a number of indicators, which may signal children are at risk from, or are involved with, serious violent crime. These may include:

- increased absence from provision
- a change in friendships or relationships with older individuals or groups
- a significant decline in performance
- signs of self-harm or a significant change in wellbeing, or signs of assault or unexplained injuries
- 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.

The likelihood of involvement in serious violence may be increased by factors such as:

- being male
- having been frequently absent or permanently excluded from provision
- having experienced child maltreatment and having been involved in offending, such as theft or robbery

Professionals should also be aware that violence can often peak in the hours just before or just after provision, when pupils are travelling to and from provision. These times can be particularly risky for young people involved in serious violence.

11. Online safety and the Internet.

We recognise the importance of safeguarding children and young people from potentially harmful and inappropriate online material, and we understand that technology is a significant component in many safeguarding and wellbeing issues.

To address this, Elysian aims to:

- Have robust processes in place to ensure the online safety of learners, staff, and volunteers with appropriate filters such as that provided by Google. All young people are constantly supervised when using the internet
- History of use is checked on a regular basis
- Protect and educate in the safe and responsible use of technology, including mobile and smart technology (which we refer to as 'mobile phones')
- Set clear guidelines for the use of mobile phones
- Establish clear mechanisms to identify, intervene in and escalate any incidents or concerns, where appropriate

Our approach to online safety is based on addressing the following categories of risk:

- **Content** – being exposed to illegal, inappropriate, or harmful content, for example: pornography, racism, misogyny, self-harm, suicide, antisemitism, radicalisation, extremism, misinformation, disinformation (including fake news) and conspiracy theories.
- **Contact** – being subjected to harmful online interaction with other users, such as peer-to-peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes
- **Conduct** – personal online behaviour that increases the likelihood of, or causes, harm, such as making, sending, and receiving explicit images (e.g., consensual, and non-consensual sharing of nudes and semi-nudes and/or pornography), sharing other explicit images and online bullying; and
- **Commerce** – risks such as online gambling, inappropriate advertising, phishing and/or financial scams

Part of the Elysian online safety and internet practice is for staff to be aware of the **Prevent Strategy** - preventing radicalisation and identifying cases of children and young people at risk of involvement in extremist behaviour

Exposure of children and young people 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 children and 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 and young people being 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 and young people from other risks.

All children and young people at Elysian 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 child or young person is being exposed or is at risk of becoming radicalised, staff must consult with the DSL's with a view to completing a prevent referral form with the consent of the Local Authority/Parent of that young person.

Where young people are educated through online systems staff will follow the Remote Learning Policy and the Online Safety Policy. All young people, parents and carers and staff will be required to sign an Acceptable User Agreement.

12 Filtering and Monitoring

Content filtering is a process involving the use of software or hardware to screen and/or restrict access to objectionable email, webpages, executables, and other suspicious items. Filtering software can screen content for anything that is objectionable or criminal, including online porn, hate sites, illegal content, and social media. The DSL's take lead responsibility for filtering and monitoring, and this should be explicit in their job description. All staff should receive appropriate safeguarding and child protection training which now includes an understanding of expectations, applicable roles, and responsibilities in relation to filtering and monitoring.

All educational settings should follow the recently published guidance on filtering and monitoring:

<https://www.gov.uk/guidance/meeting-digital-and-technology-standards-in-provisions-and-colleges/filtering-and-monitoring-standards-for-provisions-and-colleges>

<https://www.gov.uk/guidance/meeting-digital-and-technology-standards-in-provisions-and-colleges/cyber-security-standards-for-provisions-and-colleges>

Governing bodies and proprietors should receive safeguarding training which includes an understanding of the expectations, applicable roles, and responsibilities in relation to filtering and monitoring. Paragraph 141 of the guidance now states the following: "Governing bodies and proprietors should consider the number of and age range of their children, those who are potentially at greater risk of harm and how often they access the IT system along with the proportionality costs versus safeguarding risks".

At Elysian, we do the following:

- The lead person for filtering and monitoring for all 3 sites is The Head (s) of Education and Learning
- Our filtering and monitoring systems are reviewed termly.
- We will carry out an annual audit of our filtering and monitoring. [Plan technology for your school - GOV.UK](#)
- The system we use to filter and monitor is through our mobile hubs provided from Three, alongside a piece of software called Classroom Cloud. This is administered centrally with designated leads on each site monitoring use.

Consideration is given to the use of generative AI products, such as ChatGPT or Copilot. Where they are used, checks are performed with the Classroom Cloud team to ensure effective filtering and monitoring continues through the system employed. Further guidance is sought through DfE guidance [Generative AI: product safety expectations - GOV.UK](#)

13. Pupils with special educational needs, disabilities, or health issues.

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

These can include:

- Assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child or young person's disability without further exploration
- Children and young people 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 and young people are at an increased likelihood of being socially isolated with fewer outside contacts than non-disabled children and young people
- 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 Children with SEN are essentially the same as for all other children and young people. A prominent level of awareness is promoted to staff around the risks of harm to children and young people in safeguarding training. Children and young people with SEN must receive the same level of protection from harm as other children and young people and the procedures described elsewhere in this policy apply equally to them. If a child or young person has a communication impairment or learning difficulty, special attention should be paid to their needs. If any staff member has concerns regarding any child or young person being abused or at risk of abuse, they should report this immediately to the DSL's.

14 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.

Children and young people may occasionally be involved with the court system as a victim, a witness or a perpetrator. Elysian will work with the Youth Offending Service to ensure that children and young people are appropriately supported throughout the process.

The Childline Helpline telephone number is prominently displayed at Elysian. The DSL must ensure that the number is available for use by the children and young people.

Elysian follows the Working Together to Safeguard Children statutory guidance and with 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.

15. Reporting Safeguarding Concerns.

All safeguarding, including child protection is recorded on CPOMS. Behaviour incidents are also recorded on CPOMS. All staff have a responsibility for the accurate recording of concerns which must be factual. All members of staff are expected to discuss safeguarding incidents in the daily debriefing session held towards the end of the day. All concerns must include the following information:

- Name of Pupil – Legal name
- Concern Summary – who, what, when, where
- Concern Date/Time
- Location
- Details – description of the ‘lead up to the event’ giving any relevant explanations which include where the incident took place, what was happening and who were present
- Action taken – what did you do, what follow up needs to be undertaken and what were the outcomes of actions, include young person’s views.

The DSL’s will assign the appropriate category, consider lessons learned and what further actions need to be taken because of the incident. Staff will be expected to update each child’s chronology on completion of the action(s).

Policy agreed by Charlotte Williams (Chair of Governing Body) and Jo Nunn (Head of Education and Learning) on the 20th November 2024

Reviewed and updated 20th November 2024

APPENDIX 1

ROLE AND RESPONSIBILITIES OF THE ELYSIAN DESIGNATED SAFEGUARDING LEAD

The Elysian Designated Safeguarding Lead (DSL) 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 is a recognised member of the Leadership Team with the required status and authority to carry out the requirements of the role. If the DSL is unavailable, each site has a Deputy DSL. The DSL's and Deputies are required to undertake enhanced child protection training every two years, training set out in the latest version of Keeping Children Safe in Education and should supplement this training by attending workshops which are currently provided by Surrey Safeguarding Children Partnership, the Key for school leaders and Andrew Hall.

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
- Contribute to the annual review and update of the Elysian Safeguarding Policy and the presentation of this to the Proprietor Body
- 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 provision
- Be part of the team who review and monitor any causes of concern relating to pupils which are raised at Elysian
- Have the role of DSL or DDSL stated clearly in their job description.

APPENDIX 2

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

Hampshire County Council: Hampshire Safeguarding Children Partnership

<https://www.hampshirescp.org.uk/>

Hampshire Children's Services 0300 555 1384

HSCP Duty number - 01962 876355

Email: hscp@hants.gov.uk

The LADO service in Hampshire can be contacted on:

Tel: 01962 876364 Fax: 01962 876229 (secure line)

E-mail: child.protection@hants.gcsx.gov.uk

Further information on the LADO service can be found at [Allegations against people in a position of trust | Children and Families | Hampshire County Council \(hants.gov.uk\)](#)

Bracknell Forest Safeguarding Team

The **Out of Hours Team** can be contacted on **01344 351999**.

During working hours, the BF Mash team can be contacted on:

- phone: mash@bracknell-forest.gov.uk
- email: 01344 352005

LADO : 01344 351572. Further information and online referral form can be found at [Allegations against staff, carers and volunteers | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#)

Wokingham:

0118 908 8002 or by email: triage@wokingham.gov.uk.

Online reporting (MARF): [Berkshire West Safeguarding Children Partnership –](#)

LADO: LADO@wokingham.gov.uk

Sutton

Children First Contact Service 020 8770 6001 or cfc@ Sutton.gov.uk

If out of hours call the Emergency Duty Team 020 8770 5000

LADO: The LADO service is available from Monday to Friday between 9am and 5pm.

The out of hours service can be contacted on 020 8770 5000.

The lead LADO

You can contact the lead LADO, Sima Hirani by:

- calling 020 8770 4776

Online service: [The role of the Local Authority Designated Officer \(LADO\) - Sutton Council](#)

West Sussex

Emergency Duty Team on 033 022 26664

Within hours phone: 01403 229900.

LADO:

- Email: LADO@westsussex.gov.uk
- Phone: 033 022 26450.

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

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

Hampshire Prevent – phone Hampshire Children's Services 0300 555 1384

Hampshire Police on 101

Online reporting: <https://www.met.police.uk/tua/tell-us-about/ath/possible-terrorist-activity/report-possible-terrorist-activity2/>

Anti-Terrorist Hotline on 0800 789 321

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](http://www.thinkuknow.co.uk/) HYPERLINK

<http://www.thinkuknow.co.uk/>

When to call the police guidance from NSPCC:

<https://www.npcc.police.uk/documents/Children%20and%20Youn> HYPERLINK

["https://www.npcc.police.uk/documents/Children and Young people/When to call the police guidance for provisions and colleges.pdf" g%20people/When%20to%20call%20the%20police%20guidance%20for%20provisions%20and%20colleges.pdf](https://www.npcc.police.uk/documents/Children%20and%20Young%20people/When%20to%20call%20the%20police%20guidance%20for%20provisions%20and%20colleges.pdf)

Government Data protection toolkit for provisions:

[https://www.gov.u](https://www.gov.uk/government/publications/data-protection-toolkit-for-provisions) HYPERLINK "<https://www.gov.uk/government/publications/data-protection-toolkit-for-provisions>"k/government/publications/data-protection-toolkit-for-provisions

Guidance on reporting Female Genital Mutilation:

[https://w](https://www.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information) HYPERLINK "<https://www.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information>"[ww.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information](https://www.gov.uk/government/publications/mandatory-reporting-of-female-genital-mutilation-procedural-information)