



Conquer Learning Safeguarding Policy

Written: April 2025

Reviewed: June 2025

Next Review Due: April 2026

Senior Designated Safeguarding Lead (SDSL): Siobhan Stevenitt

Policy Scope

This policy applies to all staff, contractors, volunteers, and visitors at Conquer Learning, an Alternative Provision education provider operating in Kirk Hallam . This policy must be read alongside the Conquer Learning Child Protection Policy, Health and Safety Policy, and Whistleblowing Policy. The policy aligns with statutory guidance including 'Keeping Children Safe in Education (2024)' and 'Working Together to Safeguard Children (2018)'.

Policy Aim

Conquer Learning is committed to ensuring the safety, welfare, and well-being of every child and young person in our care. Safeguarding is everyone's responsibility, and all staff must act in the best interests of learners. This policy establishes a safeguarding culture, clear procedures for reporting concerns, and expectations for staff conduct.

Objectives

- **Protect children from maltreatment and prevent harm.**
- **Promote welfare and support positive outcomes for all learners.**

- Ensure clear procedures for identifying, reporting, and responding to safeguarding concerns.
- Promote multi-agency working with Local Authorities and safeguarding partners.
- Integrate safeguarding procedures with safer recruitment and staff conduct policies.

Definitions

'Safeguarding' refers to protecting children from abuse, preventing impairment of health and development, ensuring safe and effective care, and promoting positive outcomes. A 'child' refers to any individual under 18 years of age.

Designated Safeguarding Roles

Senior DSL: Siobhan Stevenitt (Director) Safegaurding@conquerlearning.org

DSL Responsibilities include: case management, referrals to external agencies, maintaining safeguarding records, monitoring training compliance, and acting as a point of support for all staff.

All Staff Responsibilities

All staff must:

- Read Part 1 of Keeping Children Safe in Education 2024.
- Complete annual safeguarding training and induction.
- Immediately report safeguarding concerns. Both verbally and report on CPOMS
- Follow Early Help procedures where appropriate.
- Cooperate fully with investigations.

Safeguarding Procedures

Staff must report any safeguarding concern immediately to the DSL or Deputy DSL. If there is immediate risk of harm, contact emergency services and notify

the DSL as soon as possible. Staff should listen carefully to disclosures, avoid leading questions, and record concerns factually and accurately.

Types of Abuse and Neglect

- **Physical Abuse**
- **Emotional Abuse**
- **Sexual Abuse**
- **Neglect**
- **Peer-on-peer abuse (bullying, sexual harassment, etc.)**
- **Child Sexual Exploitation (CSE)**
- **Child Criminal Exploitation (CCE)**
- **Radicalisation and Extremism (Prevent Duty)**
- **However, trust their instincts if something doesn't feel right report it!**

Specific Safeguarding Risks

This policy covers:

- **Female Genital Mutilation (FGM)**
- **Honour-based violence (HBV)**
- **Forced marriageSelf-harm**
- **Substance misuse**
- **Knife crime**
- **County Lines exploitation**
- **Children Missing Education (CME)**
- **Elective Home Education (EHE)**
- **Private Fostering**
- **Online Safety**
- **Sexting**

Training and Awareness

- **All staff will undertake safeguarding training at induction and annually.**
- **DSL and Deputy DSL will receive Level 3 DSL training updated every two years.**
- **Regular briefings and updates on safeguarding issues will occur termly.**

Record Keeping

All safeguarding concerns, discussions, decisions, and actions will be recorded on CPOMS. Records are kept securely and separately from learner files.

Information Sharing

Conquer Learning complies with GDPR and the Data Protection Act 2018. Safeguarding concerns override data protection concerns. Information is shared on a need-to-know basis following Information Sharing Guidance 2018.

- **Attendance and Welfare Checks**
- **Attendance is recorded twice daily.**
- **Unexplained absences will trigger immediate welfare checks.**
- **Persistent absenteeism will be escalated to Education welfare as well as Social Care.**
- **Welfare visits will occur for vulnerable learners who are absent and unseen.**

Health and Safety Safeguarding Links

Risk assessments are completed for all venues and learners. Learner-specific risk assessments are reviewed following new concerns or changes in circumstance.

Managing Allegations Against Staff

Any allegation against a staff member will be reported to the Director and DSL and referred to the LADO in accordance with local authority procedures. Records of allegations will be maintained securely.

Responding to Parental Concerns

Parental safeguarding concerns should be directed to the DSL or Director for action following this policy and statutory guidelines.

Mental Health and Safeguarding

Staff must be alert to mental health concerns that may relate to safeguarding issues. Early intervention and referrals will be made where needed.

Prevent Duty

Staff must report concerns related to radicalisation to the DSL. The DSL will liaise with the local Prevent team for appropriate action.

Monitoring and Review

This policy will be reviewed annually or earlier if required by changes in legislation or guidance.

Key Contacts

Local Authority MASH:

Nottingham City: 0115 876 4800

Nottingham County Council: 0300 500 80 90

Derbyshire: 01629 533190

LADO:

Derbyshire: 01629 533190 (Kathryn)

Nottingham city council: 0115 977 3935 (Caroline)

Nottingham County Council: 0115 9773921 (Hazel)

Police: 101 / 999

NSPCC Helpline: 0808 800 5000

Childline: 0800 1111