



Chevin Academy Safeguarding Policy

Executive Owner: Philip Illsley

Relevant To:

Staff, Students, Parents/Carers, Visitors, Volunteers and Contractors

Implementation Date: August 25th, 2025

Approval Date: September 5th, 2025

Next Review Period Start Date: August 25th, 2026

Once printed, this is an uncontrolled document. Refer to Chevin Academy website for latest version.

Policy Accountability and Implementation: Philip Illsley (Director and Deputy Designated Safeguarding Lead) and Bonnie Eardley (DSL and Prevent Lead)

This policy will be reviewed annually (or sooner if required) as Chevin Academy places the highest importance on safeguarding, and the safety and well-being of students is paramount in all Academy activities. This policy has due regard to all relevant legislation including any legislatives, regulatory or guidance updates.

Furthermore, the Academy recognises that employees/volunteers and students have an important role to play in safeguarding, in particular the welfare of children and vulnerable persons and preventing abuse and/or harm.

Chevin Academy also acknowledges that at any time any person could be classed as 'vulnerable' and as all students will hold an Education, Health and Care Plan, vulnerabilities will be increased.

The Academy has a statutory duty placed on it by Keeping Children Safe in Education (KCSIE) (September 2025) to have in place arrangements for carrying out its functions with a view to safeguarding and promoting the welfare of children and vulnerable persons. This is further supported by the Education Act 2011 and the



Children Act 1989 and 2004 (Section 17 Child in Need (Provision of services for children in need, their families and others) and Section 47 Risk of Significant Harm (Local Authority's duty to investigate)), in addition to Working together to safeguard children (December 2023).

In order to comply with this duty of care, all employees/volunteers must be aware of the lines of communication and levels of responsibility which exist to ensure that matters of safeguarding can be dealt with adequately.

Employees must also be aware of the Academy's Safeguarding procedural document available to them on the staff IT system. This will be covered in the staff induction.

Empowering/related legislative and/or authoritative references: Keeping Children Safe in Education (September 2024), Working Together to Safeguard Children (2023), Education Act 2011 and the Children Act 1989 and 2004 (Section 17 Child in Need (Provision of services for children in need, their families and others) and Section 47 Risk of Significant Harm (Local Authority's duty to investigate)), Care Act 2014 and any related updates.

Policy Statement:

Chevin Academy places the highest importance on safeguarding, and the safety and well-being of students is paramount in all Academy activities. Furthermore, the Academy recognises that employees/volunteers and students have an important role to play in multi-agency safeguarding, in particular the welfare of children and vulnerable persons and preventing abuse and/or harm. Chevin Academy also acknowledges that at any time any person could be classed as 'vulnerable'. Chevin Academy operates a whole academy approach and ethos to safeguarding and protecting children. Where safeguarding is concerned, we maintain an attitude of "it could happen here". We recognise that everyone in the Academy has a role to play to keep children safe; this includes identifying concerns, sharing information, and taking prompt action. Safeguarding and child protection is incorporated in all relevant aspects of processes and policy development. The Academy has a statutory duty placed on it by Keeping Children Safe in Education (September 2025) to have in place arrangements for carrying out its functions with a view to safeguarding and promoting the welfare of children and vulnerable persons. This is further supported by the Education Act 2011, the Children Act 1989 and 2004 (Section 17 Child in



Need (Provision of services for children in need, their families and others) and Section 47 Risk of Significant Harm (Local Authority's duty to investigate) and Working Together to Safeguard children 2023. To comply with this duty of care, all employees/volunteers must be aware of the lines of communication and levels of responsibility which exist to ensure that matters of safeguarding can be dealt with adequately. The Academy also has a responsibility to safeguard adults at risk in line with the requirements of the Care Act 2014. The academy complies with the Prevent Duty Revised Prevent duty guidance: for England and Wales (2023) and ensures arrangements are in place to fulfil its statutory requirements and responsibilities. Chevin Academy is not an investigating agency. This function will normally be carried out by Social Care and Health, or other agencies with statutory powers, i.e., the Police, as set out in the Derby and Derbyshire Safeguarding Children Partnership Policy & Procedures or Derby & Derbyshire Safeguarding Adults Policy & Procedure. The Academy assesses the risks and issues in the wider community when considering the well-being and safety of its students.

In response to local risks, the Academy provides a person-centred preventative education programme which ensures children are taught about how to keep themselves and others safe, including matters of knife crime, bullying, mental wellbeing, sexual harassment, healthy relationships, and consent.

We will ensure that parents/carers and our partner agencies are aware of our safeguarding policy by ensuring that it is on the Chevin Academy website. The Academy's Safeguarding Guidelines and Procedure sets out the framework of arrangements for meeting its statutory responsibilities.

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

- 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

Regulated activity of children is any unsupervised activity (i.e., teach, train, instruct, care for or supervise, or advise on well-being, which takes place in specified places (i.e. schools, childcare premises, and FE Colleges mainly educating children full time). Chevin Academy, whilst not a school or FE College, accept the same responsibility for regulated activity.

Regular means by the same person frequently (once a week or more often) or on more than three days in a 30-day period (or in some cases, overnight). Regulated activity for vulnerable groups is anyone undertaking personal care (i.e., assistance with washing and dressing, eating, drinking and toileting, or teaching someone to do one of these tasks). There is no requirement to do an activity several times before a person is in regulated activity. 'Children' includes everyone under the age of 18.

Principles

Safeguarding arrangements in the Academy are underpinned by the two key principles:

- Everyone who comes in to contact with children and their families has a role to play in safeguarding children. All directors, employees, supply staff, contractors, trainees and volunteers have a responsibility and role to identify concerns, share information appropriately and take prompt action. All employees will maintain an attitude of "it could happen here" where safeguarding is concerned.

- When concerned about the welfare of a child / young person, employees will always act in the best interests of the child / young person. The Academy operates a child centred approach considering children's views and voices. The child's wishes and feelings will be considered when determining what action to take and services to provide to protect individual children, through ensuring there are systems in place for children to express their views and give feedback. The child's wishes are particularly important when peer on peer sexual violence and/or harassment is reported and will be carefully considered, balanced with the need to protect other children.

Keeping Children Safe in Education 2025 - Specific Safeguarding issues.

All staff have an awareness of the following safeguarding issues through regular training and briefings. Staff are aware that these behaviours can make children vulnerable and put them in danger and that often these issues overlap.

- Abuse (incl. Physical/Emotional/Sexual/Neglect)



- Behaviours linked to safeguarding issues
- Bullying including cyberbullying
- Child on child abuse (including sexual violence and sexual harassment/sexting/harmful sexual behaviour-sharing of nude/semi nude images & upskirting)
- Children and the court system (5-11yrs & 12-17yrs)
- Children missing from education
- Children who are absent from education
- Child missing from home or care
- Child Criminal Exploitation (CCE)
- Child sexual exploitation (CSE)
- County Lines
- Domestic abuse
- Drugs
- Fabricated or induced illness and Perplexing Presentations
- Faith abuse
- Female genital mutilation (FGM)
- Forced marriage
- Gangs and youth violence
- Gender-based violence/violence against women and girls (VAWG)
- Homelessness
- Mental health
- Online safety
- Preventing radicalisation
- Prevent Duty and Channel



- Serious violence
- Trafficking

The six key principles which underpin all adult safeguarding work are:

- Empowerment – people being supported and encouraged to make their own decisions and informed consent.
- Prevention – it is better to act before harm occurs.
- Proportionality – the least intrusive response appropriate to the risk presented.
- Protection - support and representation for those in greatest need.
- Partnership – local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- Accountability – accountability and transparency in delivering safeguarding.

Scope and Limitations Children under the age of 18.

The Care Act 2014 defines an adult at risk as:

- Someone over the age of 18 who has a need for care and support
- Someone who is experiencing or is at risk of neglect or abuse as a result of the above needs, the adult is unable to protect himself or herself against the abuse or neglect, or the risk of it.

Responsibilities Safeguarding is Everyone's Business Everyone working in, or for our Academy, takes all welfare concerns seriously and encourages children to talk about anything that worries them. We share an objective to help keep children safe by contributing to:

- Providing safe environments, with secure access, where children can learn and develop
- Acting in the best interests of children to protect them online and offline, including when they are receiving remote education;



- Identifying children who may need early help, and who are at risk of harm or have been harmed. This can include, but is not limited to, neglect, abuse (including by other children), grooming or exploitation;
- Taking timely and appropriate safeguarding action for children who need extra help or who may be suffering, or likely to suffer, harm. This includes, if required, referring in a timely way to those who have the expertise to help;
- Using safe recruitment processes and managing allegations that may meet the harm threshold and allegations/concerns that do not meet the harm threshold, referred to as low-level concerns.

The Directors will ensure that the policies and procedures adopted by the governing body are understood and followed by all employees. This includes working with the Designated Safeguarding Lead and other senior leaders, to ensure the effectiveness of safeguarding within the Academy and ensuring that educational outcomes of children who have or have had a social worker are promoted.

The Designated Safeguarding Lead (DSL) and is responsible for the development of the policy and overseeing the implementation of the arrangements covered by this policy including accountability for ensuring that safeguarding records are retained, stored and destroyed in the appropriate manner. The DSL has lead responsibility for safeguarding, including online safety and filtering and monitoring arrangements at Chevin Academy. See Keeping children safe in education 2024 Annex C for further detail regarding the role of the DSL.

The Directors have a strategic leadership responsibility for the Chevin Academy safeguarding arrangements and the responsibility to ensure that the academy complies with safeguarding duties under the legislation, Keeping Children Safe in Education (Sept 2024). The Directors will liaise with the Designated Safeguarding Lead in relation to implementation of the Academy's Safeguarding Policy and arrangements. The Leadership Team are responsible for the delivery of the safeguarding procedures. The roles and responsibilities of employees are clearly identified within the staff code of conduct document.

Multi-agency working - The safeguarding partners in Derby and Derbyshire have a shared and equal duty to make arrangements to work together to safeguard and promote the welfare of all children and adults at risk in a local area. The local area safeguarding partners are Derby City Council, Derbyshire County Council,



Derbyshire Constabulary and Derby and Derbyshire Clinical Commissioning group. The partners will agree on ways to co-ordinate their safeguarding services, acting as a strategic leadership group in supporting and engaging others and implementing local and national learning including from serious child safeguarding incidents. As a relevant agency, the Academy understands its role within local safeguarding arrangements and operates in accordance with the Derby and Derbyshire Safeguarding Children multi-agency procedures, including the local criteria for action (known as the Threshold document) and local protocols for assessment in Derby and Derbyshire.

The Academy is also aware of and implements any local learning where appropriate, such as those as outlined in DDSCP Briefing note: safeguarding school age children and learning from case reviews and other DDSCP briefing notes located in the multi-agency safeguarding children procedures document library. The Academy will work in partnership with the Derby and Derbyshire Safeguarding Children Partnership (DDSCP) and follow relevant local arrangements as published including the local criteria for action (known as the Threshold document) and local protocols for assessment in Derby and Derbyshire.

Chevin Academy works with a range of local agencies to support vulnerable children including CAMHS, SV2, Safe and Sound, Breakout, Building Sound Minds, Health Services, Trent PTS, local authority early help teams, social care, the police, DSL Network Group, CEASE, Safeguarding Education Hub, Prevent Team and Compass. This partnership work may encompass holding regular meetings at the academy; taking part in partnership forums/events; and hosting meetings for individual children and families at the academy.

Implementation Arrangements

All new employees are made aware of the policy and procedures during the formal employee induction process. Updated and amended procedures are disseminated and reinforced in training sessions, team meetings, newsletters and via email communications.

The Academy's policy is available to all, being accessible on the Academy website.

Monitoring and Review



The Directors and DSL will monitor the effectiveness of safeguarding policies and procedures implemented within the Academy to ensure legal compliance.

To facilitate this, managers at all levels are responsible for the on-going monitoring in their department/faculty.

The Safeguarding Policy and Procedures are subject to an annual review, unless there are changes in legislation or management arrangements. This review will consider the views of employees and students and relevant local and national documents. The Academy reserves the right to make whatever changes it deems appropriate.

Procedures

Chevin Academy Safeguarding Procedures are set out in the staff induction programme, student induction programme and visitor guideline. Parents can contact the academy at any time by telephone or contact form.

Related Documents

This policy does not stand alone and should be used in conjunction with other Academy policies and procedures. (The following list is not exhaustive.)

- Health, Safety & Welfare at Work Policy
- Health & Safety Risk Assessment Policy
- Disciplinary Policy for Employees
- Employee Recruitment & Selection Policy
- Anti Bullying and Harassment Policy
- Data Management Policy
- Employee Code of Conduct
- Public Interest Disclosure Policy (Whistleblowing)
- E-Safety Policy
- Behaviour Policy
- Educational Visits Policy



Chevin Academy will adhere to the Derby and Derbyshire Safeguarding Children Partnership procedures. This policy will also adhere to local and national statutory requirements and guidance

- Working Together to Safeguard Children (2023)
- Keeping children safe in education (2025)
- Filtering and monitoring standards for schools and colleges - Guidance - GOV.UK (2023)
- Designated teacher for looked-after and previously looked-after children (2018)
- The Human Rights Act
- Equality Act (2010), including the Public Sector Equality Duty
- Derby and Derbyshire Multi-agency Safeguarding Children procedures
- The Children Act (1989) and Children Act (2004)
- Information Sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers (2024)
- Protection of Freedoms Act (2012)
- Data Protection Act (2018)
- Revised Prevent duty guidance: for England and Wales (2023)
- Prevent Duty Guidance: for further education institutions in England and Wales (2023)
- Mandatory reporting of Female Genital Mutilation – procedural information (2020)
- Sexual Offences Act (2003) and Serious Crime Act (2015)
- SEND code of practice: 0 to 25 years (2024)
- Children Missing Education; statutory guidance for local authorities (2024)
- Relationships Education, Relationships and Sex Education (RSE) and Health Education (2021)
- Serious Violence Strategy (2018)



- Promoting the education of looked-after children and previously-looked after children; Statutory guidance for local authorities (2018)
- Promoting and supporting mental health and wellbeing in schools and colleges (2019)