



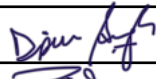
POLICY

Child Protection and Safeguarding

SSW01

Title	Child Protection and Safeguarding Policy
Policy Number	SSW01
Policy Owner / Author	Conrad Botha, Principal
Status	Approved
Effective Date	November 2026
Date of Next Review	May 2027
Audience	All Staff, Students, Parents / Guardians, Volunteers, Contractors and Visitors

Policy Approval

Name	Signature
Dipen Singh (Safeguarding Board Member)	
Conrad Botha (Principal)	

Thinkers Valley World School is committed to creating a safe, welcoming and vigilant environment in which every child is valued, respected, protected and able to thrive.

1. Terminology

Safeguarding

Safeguarding and promoting the welfare of children is defined in this policy as:

- providing help and support to meet the needs of children and young people as soon as problems emerge;
- protecting children from maltreatment, whether that is within or outside the school or 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.

Child protection

Child protection is any measure or initiative that addresses or prevents children or young people from situations of violence, abuse, neglect and exploitation. It also means protecting children against social, psychological and emotional insecurity and distress.

Staff

Refers to all those working for or on behalf of the school, full-time or part-time, temporary or permanent, in either a paid or voluntary capacity, including teachers, support staff, ancillary staff, supply staff, self-employed staff, contractors, volunteers, governors/board members and external providers.

Child

For the purposes of this policy, a child is any person below the age of 18 years, consistent with the Protection of Children from Sexual Offences Act, 2012 (POCSO Act) and the United Nations Convention on the Rights of the Child (UNCRC).

Parent / Guardian

Refers to birth parents and other adults who are in a parenting role, including step-parents, carers, guardians and adoptive parents.

2. Useful Contact Details

Role	Name / Position	Contact
Designated Safeguarding Lead (DSL)	Conrad Botha, Principal	Conrad.botha@thethinkersvalley.com +91 966 513 1003
Nominated Safeguarding Board Member	Dipen Singh	Dipen.singh@thethinkersvalley.com +91 982 810 7242
Emergency / mandatory reporting contact	Jaipur District Child Protection Unit (DCPU)	Emergency / Police: 112 Child Helpline: 1098 Jaipur District Child Protection Unit (DCPU): 0141-2209776

3. Introduction

This policy sets out how Thinkers Valley World School (TVWS) safeguards and promotes the welfare of children in accordance with applicable Indian and Rajasthan law and recognised international safeguarding principles.

TVWS adopts a child-centred approach, ensuring that children are heard, feel safe and know how to seek help. All adults working for or on behalf of the School share responsibility for identifying and reporting concerns, which will be managed in accordance with this policy and applicable law.

This policy applies to all staff and other adults working for or on behalf of the School, including contractors, volunteers, visitors and Board members. It should be read alongside the School's Safer Recruitment Policy and other relevant safeguarding policies.

The policy will be reviewed at least annually and updated as required to reflect changes in legislation, regulation, School structures or safeguarding risks. Where awaiting formal approval, it may be implemented as a draft pending Managing Board ratification.

4. Policy Principles and Aims

TVWS is committed to protecting every child's safety, dignity and wellbeing. All children have an equal right to protection from harm, and all adults share responsibility for recognising and reporting concerns.

The School promotes a culture in which children feel safe, respected and able to seek help. Safeguarding is embedded across teaching, wellbeing and pastoral provision, with a focus on prevention, early identification, inclusion and appropriate support.

TVWS has zero tolerance for violence, abuse, neglect, exploitation, harassment, bullying, discriminatory behaviour, sexualised behaviour, corporal punishment or any other conduct that may harm a child. Concerns will be taken seriously, reported promptly and managed in accordance with this policy and applicable law.

5. Prohibition of Corporal Punishment and Mental Harassment

TVWS strictly prohibits corporal punishment, physical punishment and mental harassment of children. No member of staff, volunteer, contractor, visitor or other adult working on behalf of the School may use physical punishment, humiliating treatment, threatening behaviour or any other form of physical or mental abuse as a means of discipline or control.

Any concern or allegation involving corporal punishment or mental harassment will be treated as a safeguarding concern, recorded and managed in accordance with the School's safeguarding, behaviour, disciplinary and managing-allegations procedures and applicable law.

6. Key National and International Guidelines

TVWS will comply with all applicable child protection, safeguarding and school-safety requirements in force in India and Rajasthan. The School will keep this policy under review to reflect changes in legislation, regulation and government guidance. Where this policy conflicts with applicable law, the law will prevail.

Indian National Framework

- Protection of Children from Sexual Offences Act, 2012 (POCSO Act).
- Protection of Children from Sexual Offences Rules, 2020.
- Juvenile Justice (Care and Protection of Children) Act, 2015 and applicable rules.
- Right of Children to Free and Compulsory Education Act, 2009 (RTE Act), including provisions relating to physical punishment and mental harassment, where applicable.
- Digital Personal Data Protection Act, 2023 and the Digital Personal Data Protection Rules, 2025, to the extent applicable and in force from time to time.
- Ministry of Education Guidelines on School Safety and Security, 2021, and other applicable national school-safety guidance.

Rajasthan Framework

- Applicable Rajasthan child-protection laws, policies, notifications, guidelines and procedures.
- Rajasthan Government arrangements and protocols relating to the Department for Child Rights, District Child Protection Unit (DCPU), Child Welfare Committee (CWC), Special Juvenile Police Unit (SJPU) and Child Helpline.
- Applicable Rajasthan guidance relating to POCSO, juvenile justice and child protection in schools.

International Framework

- United Nations Convention on the Rights of the Child (UNCRC).
- Recognised international safeguarding principles and good practice, where consistent with Indian and Rajasthan law.

This policy should be read alongside the School's Safer Recruitment, Staff Code of Conduct, Positive Behaviour, Intimate Care, Online Safety / Acceptable Use and School Safety and Security policies and procedures.

Rajasthan Child Protection Framework

TVWS will comply with applicable Rajasthan child-protection requirements and cooperate with the Department for Child Rights, DCPU, CWC, SJPU, Child Helpline and other competent authorities. Where a child may be in need of care and protection, the School will make an appropriate referral in accordance with applicable law and Rajasthan procedures.

7. Roles and Responsibilities

The Managing Board

The Managing Board has ultimate oversight of child protection and safeguarding and will appoint a nominated safeguarding Board member to provide challenge and liaise with the Principal and DSL. Safeguarding will be a standing Board agenda item.

The Managing Board will ensure that:

- An effective, whole-school Child Protection and Safeguarding Policy and related procedures are in place, implemented and regularly reviewed.
- Appropriate safeguarding, safer recruitment and managing-allegations arrangements are maintained in line with applicable requirements.
- The DSL is appropriately supported and resourced, and at least one Board member completes relevant safer-recruitment training.
- Safeguarding arrangements cover all School activities, including the school day, enrichment, educational visits and residential programmes.
- Students can express their views and access appropriate safeguarding education and support.
- Safeguarding concerns, allegations and incidents are appropriately recorded, reviewed and used to improve practice.

An annual safeguarding review or audit is undertaken with the Principal and DSL, with sufficient information provided to the Board to fulfil its oversight responsibilities while maintaining confidentiality.

The Principal

The Principal is responsible for implementing this policy and ensuring the DSL is appropriately empowered, trained and resourced to fulfil their role. The Principal will:

- Ensure the policy and related safeguarding procedures are followed across the School.
- Ensure staff can raise concerns safely and that allegations or poor practice are managed appropriately.
- Ensure students can express their views and receive age-appropriate safeguarding education and support.
- Ensure appropriate action is taken where allegations are made against staff or other adults.
- Ensure safeguarding arrangements, including staffing, training and cover, remain effective.
- Work with the DSL and relevant leaders to review and strengthen safeguarding practice.

The Designated Safeguarding Lead

The DSL is responsible for overseeing the School's child protection and safeguarding arrangements and ensuring compliance with applicable Indian law, including POCSO. The DSL will:

- Ensure safeguarding concerns are promptly recorded, assessed, managed and referred where required.
- Ensure the Principal is appropriately informed and maintain secure, confidential safeguarding records.
- Lead and support the DDSL(s) and ensure appropriate safeguarding training and induction for staff, volunteers and relevant third parties.
- Ensure students and parents receive appropriate safeguarding information and support.
- Ensure effective safeguarding arrangements are maintained when the DSL or DDSL is absent.
- Have sufficient authority and access to senior leadership and the Managing Board to discharge safeguarding responsibilities effectively.
- Ensure this policy is implemented, reviewed and updated in line with legislative, regulatory and safeguarding requirements.

The Deputy Designated Safeguarding Lead

The DDSL supports the DSL in implementing the School's safeguarding arrangements, receiving and recording concerns and following up disclosures. Safeguarding concerns must be reported to the DSL promptly; where the DSL is unavailable or implicated, the DDSL will use the appropriate alternative route, including the Principal, nominated safeguarding Board member or competent authority, as applicable.

All Staff and Volunteers

All staff and volunteers will:

- Understand that safeguarding is everyone's responsibility and report concerns promptly to the DSL or through the appropriate alternative route.
- Complete role-appropriate safeguarding training and follow the School's safeguarding policies and Staff Code of Conduct.
- Maintain professional, developmentally appropriate boundaries with students and ensure visitors and other adults follow School safeguarding expectations.
- Follow School requirements for identification, dress, facilities and appropriate supervision, including avoiding being alone with a student in a non-visible location unless authorised.
- Not communicate with students through personal social-media accounts or share student images or identifying information through personal platforms.
- Maintain confidentiality and share safeguarding information only on a legitimate need-to-know basis.
- Listen calmly to disclosures, allow children to speak in their own words, avoid leading questions and explain that confidentiality cannot be guaranteed where information must be shared to protect a child.

- Not investigate concerns, repeatedly question children, confront alleged perpetrators or attempt to determine whether abuse has occurred.

8. The Child Protection Response Team

TVWS will maintain a Child Protection Response Team, led by the DSL, to ensure safeguarding concerns are assessed, recorded and responded to promptly and in accordance with this policy and applicable law. The Team will normally comprise the DSL, DDSL(s), Principal or relevant senior leader, and other appropriately trained personnel as required.

The Team will coordinate the School's initial safeguarding response, prioritising the safety and best interests of the child. It will not investigate allegations, repeatedly question children or determine whether abuse has occurred; these functions remain with the police, SJPU, CWC, DCPU or other competent authorities.

Where required, the Team will make appropriate referrals to the DCPU, CWC, Child Helpline, police/SJPU or other competent authority. Where a child is at immediate risk, the School will act without delay to secure the child's safety and contact emergency services or the appropriate authority, without waiting for further information or completion of internal records.

9. Mandatory Reporting

Where any person has knowledge or apprehension that an offence under the POCSO Act has been committed, or is likely to be committed, the matter must be reported to the Special Juvenile Police Unit (SJPU) or local police in accordance with Section 19 of the Act. TVWS will support staff in fulfilling this duty and will not delay or withhold a legally required report while undertaking internal safeguarding procedures.

The School will not delay or withhold a legally required report while conducting its own internal safeguarding procedures. Internal safeguarding processes are intended to ensure the immediate safety and support of the child and to manage the School's responsibilities; they do not replace or delay the functions of the police, SJPU, CWC or other competent authorities.

The School will cooperate fully with the relevant authorities and will preserve confidentiality and records appropriately, while recognising that information may be shared where required to protect a child or comply with the law.

Where a report is made to the police or Special Juvenile Police Unit, the School will cooperate with the investigating authority and will not undertake parallel investigation into the alleged offence. The School may continue to take internal safeguarding, welfare, disciplinary and risk-management measures where these are necessary to protect children or maintain a safe school environment, provided that these actions do not interfere with any external investigation.

Where appropriate, the School may also make referrals to the District Child Protection Unit (DCPU), Child Welfare Committee (CWC), Child Helpline or other competent child-protection

authority. Such referrals are complementary to, and do not replace, any mandatory reporting obligation under applicable law.

POCSO Reporting and Child Support

Where a concern is reported under the POCSO Act, TVWS will cooperate fully with the police or Special Juvenile Police Unit (SJPU) and will support the child in accessing appropriate medical, psychological, counselling and other support services as directed or arranged by the competent authorities. The School will not require a child to repeat a disclosure unnecessarily or undertake questioning for the purpose of establishing whether an offence has occurred.

Where appropriate and in accordance with the directions of the competent authorities, the School will support the child's access to a trusted adult, parent or guardian, support person, interpreter, special educator or other appropriate professional.

Medical Attention

Where a child requires urgent medical attention, the School will prioritise the child's immediate health and safety and arrange appropriate emergency medical care without delay. Safeguarding reporting and documentation requirements will be completed as soon as practicable and must not delay necessary medical treatment.

10. Child Protection and Safeguarding Committee

TVWS will maintain an internal Child Protection and Safeguarding Committee to provide strategic oversight of safeguarding arrangements and governance of serious safeguarding matters. The Committee does not replace the statutory functions of the CWC, DCPU, SJPU, police or other competent authorities.

The Committee, approved by the Managing Board, will comprise:

- Chair – Managing Board Member
- Member Secretary – Principal or delegated senior leader
- DSL and DDSL
- At least one staff representative
- Additional advisers or professionals, where appropriate and lawful.

The Committee will oversee the implementation and effectiveness of safeguarding arrangements, including training, reporting, risk management, record-keeping and policy compliance. It may review significant safeguarding matters for governance purposes but will not investigate allegations or determine whether abuse has occurred; information will be shared only as necessary and on a need-to-know basis, in accordance with applicable law and the best interests of the child.

The Committee will operate alongside the School's wider School Safety and Security arrangements, including safety planning, reviews, feedback, premises checks and emergency preparedness.

11. Safeguarding Commitment and Related Policies

TVWS is committed to protecting the safety, dignity and wellbeing of every child through clear safeguarding expectations, staff training, professional conduct, reporting procedures and appropriate risk management. Safer recruitment is governed by the School's separate Safer Recruitment Policy, and this policy should be read alongside other relevant School policies and procedures, which provide further detail where required.

12. Enrichment Programme and Off-Site Arrangements

TVWS will ensure that enrichment and off-site activities are subject to appropriate safeguarding arrangements, risk assessments and health and safety checks. External providers must meet the School's safeguarding requirements, with responsibilities for supervision, reporting and responding to concerns clearly defined before activities begin; any concerns must be reported to the DSL and, where required, the appropriate authority.

13. Media Recordings, Audio, Image, and Video

TVWS will ensure that photographs, audio, video and other personal data are collected, stored and used only for legitimate school purposes, with appropriate consent and through approved systems wherever possible. Staff must not share student images or identifying information through personal accounts or devices, and any authorised use of personal devices must follow School procedures.

Students' privacy, dignity, safety and best interests will guide all recording and publication, with particular care where disclosure could place a child at risk. Personal and digital personal data will be managed securely in accordance with applicable data-protection law and safeguarding requirements..

14. Procedure for Dealing with Complaints and Allegations about Staff

TVWS has a whole-school approach to safeguarding and promotes an open and transparent culture in which all concerns about adults working in or on behalf of the school, including supply staff, volunteers, contractors and external providers, are dealt with promptly and appropriately.

An allegation is any information which indicates that a member of staff, volunteer, contractor or other adult working on behalf of the school may have:

- behaved in a way that has harmed a child, or may have harmed a child;
- possibly committed a criminal offence against or related to a child;
- behaved towards a child or children in a way that indicates they may pose a risk of harm to children;
- behaved, or may have behaved, in a way that indicates they may not be suitable to work with children, including behaviour outside the school that may create a transferable risk.

Any allegation or information suggesting that an adult may be unsuitable to work with children must be reported immediately to the DSL or Principal and managed in accordance with the School's managing-allegations procedures and applicable law. Where the allegation concerns the Principal or DSL, the alternative reporting route must be used, including the nominated safeguarding board member / Managing Board Chair where appropriate.

The School will prioritise the safety and wellbeing of children, maintain confidentiality on a need-to-know basis, and take appropriate interim safeguarding measures where required. The School will not undertake an internal investigation where this could interfere with a police or other external investigation.

15. Low-Level Concerns

The term 'low-level' concern does not mean that the concern is insignificant. It means that the behaviour does not meet the threshold for an allegation of abuse or serious misconduct. A low-level concern is any concern, no matter how small, that an adult working in or on behalf of the school may have acted in a way that:

- is inconsistent with the Staff Code of Conduct, including inappropriate conduct outside work;
- does not meet the allegations threshold but causes a sense of unease or a 'nagging doubt'.

Examples may include, but are not limited to:

- being over-friendly with children;
- having favourites;
- taking photographs of children on a personal mobile phone;
- engaging with a child on a one-to-one basis in a secluded area or behind a closed door without an appropriate reason;
- using inappropriate sexualised, intimidating or offensive language.

The culture of the school is such that staff are encouraged to pass low-level concerns to the DSL or Principal. Concerns will be recorded and dealt with appropriately. Effective recording and management of low-level concerns also protects children and adults from potential harm, misunderstandings and false allegations.

Where a pattern of low-level concerns emerges about an individual, the DSL and/or Principal will consider whether the cumulative information indicates a potential safeguarding risk or whether the matter should be managed under the School's managing-allegations procedures. Low-level concerns will therefore be considered individually and, where appropriate, collectively.

16. Whistleblowing

TVWS will maintain a whistleblowing process enabling staff to raise concerns about safeguarding practice, the conduct of colleagues or failures in safeguarding arrangements. Concerns should normally be raised with the Principal, DSL or nominated safeguarding board member, with alternative or external reporting routes available where appropriate. Further information and procedures are set out in the School's Whistleblowing Policy.

17. Training

All staff members and volunteers receive appropriate safeguarding and child protection training, including induction, which is regularly updated. This includes training on how to recognise signs of abuse and how to respond to concerns. Staff also receive safeguarding and child protection updates at least annually and regular online-safety training.

- All staff, school leaders and relevant Board members receive India-specific safeguarding and child-protection training, including POCSO.
- The DSL and deputies complete advanced safeguarding training appropriate to their roles, with regular refresher training.
- All support, temporary, agency, volunteer and third-party personnel receive appropriate safeguarding induction before working with students.
- Staff involved in recruitment complete safer-recruitment training, in accordance with the School's Safer Recruitment Policy.
- The nominated safeguarding Board member receives safeguarding training on appointment and regular refresher training.
- Safeguarding training is reviewed regularly and supplemented where required by role, identified risks, legislative changes or safeguarding concerns.

The School will maintain appropriate records of safeguarding training and induction. Training requirements will be reviewed according to role, responsibility and identified safeguarding risks, and additional or refresher training will be provided where necessary. Staff are expected to apply safeguarding knowledge in practice and to seek guidance whenever they are uncertain about how to respond to a concern.

18. Teaching and Learning

TVWS provides age-appropriate safeguarding education, including online safety, through the curriculum and wellbeing provision. Students will learn to recognise unsafe situations, understand boundaries and their rights, identify trusted adults, seek help and report concerns, with appropriate additional support for vulnerable children.

19. Specific Safeguarding Concerns

Recognising Abuse

To ensure that our students are protected from harm, staff need to understand what types of behaviour constitute abuse and neglect. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Harm can include ill treatment that is not physical as well as the impact of witnessing ill treatment of others, including domestic abuse. Children may be abused in a family, institutional or community setting by those known to them or, more rarely, by others. Abuse can take place wholly online, or technology may be used to facilitate offline abuse. Children may be abused by an adult or by another child.

There are four broad categories of abuse addressed in this policy:

Physical Abuse

Physical abuse is a form of abuse that may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

- It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.
- It may include not giving the child opportunities to express their views, deliberately silencing them or making fun of what they say or how they communicate.
- It may feature age- or developmentally inappropriate expectations being imposed on children.
- It may include interactions beyond a child's developmental capability, overprotection, limitation of exploration and learning, or preventing normal social interaction.
- It may involve seeing or hearing the ill-treatment of another, such as in situations of domestic abuse.
- It may involve serious bullying, including online bullying, causing children frequently to feel frightened or in danger, or the exploitation or corruption of children.

Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual Abuse

TVWS will not tolerate sexual harassment, sexualised behaviour, unwanted sexual comments, sexualised bullying, sharing of sexual content, coercive behaviour or other inappropriate sexual conduct involving children.

The School will respond to concerns in a manner that prioritises safety, dignity and wellbeing and will consider whether the behaviour indicates a wider safeguarding concern. Where conduct may constitute an offence under applicable law, the School will follow its mandatory reporting obligations.

Sexual abuse:

- Involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening;
- the activities may involve physical contact, including assault by penetration, or non-penetrative acts such as kissing, rubbing and touching outside of clothing;
- they may also include non-contact activities, such as involving children in looking at or producing sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse, including via the internet;
- sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Students are encouraged to speak out in person or through the school's reporting systems.

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in serious impairment of the child's health or development. Neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter, including through abandonment;
- protect a child from physical and emotional harm or danger;
- ensure adequate supervision, including appropriate caregivers;
- ensure access to appropriate medical care or treatment;
- respond appropriately to a child's basic emotional needs.

Child-on-Child Abuse

TVWS recognises that children can harm other children and that such behaviour must never be dismissed as simply “children being children”. Child-on-child abuse may include bullying, cyberbullying, physical violence, sexual harassment, sexual violence, sharing sexualised images, coercion, intimidation, initiation or hazing behaviours, discriminatory abuse, exclusion, exploitation or other harmful behaviour.

All concerns about child-on-child abuse will be taken seriously, recorded and assessed. The School will consider the safety and wellbeing of both the child who has experienced harm and the child alleged to have caused harm, while recognising that the two children may have different safeguarding needs.

Where behaviour may constitute a criminal offence or otherwise require external intervention, the School will make appropriate referrals or reports in accordance with applicable law.

Bullying and Discriminatory Abuse

Bullying, harassment and discriminatory behaviour can constitute safeguarding concerns where they cause or may cause harm to a child. This includes physical, verbal, relational and online behaviour and may involve discrimination based on characteristics protected by applicable law or School policy.

Concerns will be addressed promptly under the School's Positive Behaviour and relevant safeguarding procedures, with escalation to the DSL where there is an indication of significant harm, exploitation, abuse or vulnerability.

Cruelty, Neglect and Harm to Children

TVWS will not tolerate conduct that causes, permits or contributes to physical or mental suffering, neglect, humiliation, degradation or other harm to a child. Concerns involving cruelty, serious neglect or wilful failure to protect a child will be treated as safeguarding concerns and will be assessed by the DSL and referred to the appropriate authority where required under applicable law, including the Juvenile Justice (Care and Protection of Children) Act, 2015.

Indicators and Impact of Abuse

Staff should remain alert to physical and behavioural indicators of abuse or neglect and report any concerns to the DSL. Staff are not expected to investigate or determine whether abuse has occurred and should report concerns, however minor, without needing proof. Abuse and neglect can have significant and lasting effects on a child's health, development, wellbeing, self-esteem and relationships.

Online Safety

TVWS takes a whole-school approach to online safety, protecting and educating students and staff in the safe use of technology and providing clear procedures for identifying, reporting and escalating concerns. Online safety is embedded in relevant policies and the curriculum, with student access to online services managed through the School's Online Safety / Acceptable Use Policy and parents encouraged to support safe internet and social media use at home.

20. Vulnerable Children

Some children may be at increased risk of harm because of their circumstances, experiences or individual needs. This may include children with disabilities or additional learning needs, children experiencing family difficulties, children affected by trauma, children who are socially isolated, children in alternative care arrangements, or children experiencing significant changes or disruption in their lives.

TVWS will consider individual vulnerability when assessing safeguarding concerns and will make reasonable adjustments to ensure that children can communicate concerns and access appropriate support.

21. Confidentiality and Information Sharing

Safeguarding information will be handled sensitively and shared only on a legitimate need-to-know basis, including where necessary to protect a child, prevent harm, comply with the law or support a safeguarding referral. Staff must not discuss safeguarding concerns with unauthorised persons, and safeguarding records will be securely stored and accessed only by authorised personnel.

22. Safeguarding Records

All safeguarding concerns, disclosures, referrals, actions and significant decisions will be recorded promptly, accurately and objectively and stored securely in accordance with School requirements and applicable law. Records may be securely shared with police, SJPU, DCPU, CWC, courts or other competent authorities where required or permitted by law, and the School will not withhold information on the basis of internal confidentiality arrangements.

23. Monitoring, Review and Continuous Improvement

The effectiveness of this policy will be monitored through safeguarding reviews, training records, incident and concern reporting, audits, feedback and learning from safeguarding cases or external reviews.

The Principal, DSL and nominated safeguarding board member will review safeguarding arrangements and this policy at least annually, or sooner where there are significant changes to legislation, regulatory requirements, School structures or safeguarding risks. Any amendments will be submitted to the Managing Board for approval.