



Safe inclusive learning environment where students:

Are respected
Are protected from bullying & discrimination

Can talk & express views, be listened to & get feedback
Have their needs met & fulfil their potential
Know how to get help
Know when discussion is confidential
Learn about

Trained volunteers, staff & management:

Clear safeguarding roles & responsibilities
Onsite safeguarding induction & refreshers
High quality SCSP basic & advanced staff training
Regular DSL/D staff safeguarding updates of skills & knowledge

Early help & support:

Prompt identification & assessment of additional needs of all students & their family
Ongoing support, planning & review
Appropriate information sharing with students, families & agencies
Prevent concerns from escalating

Secure information access storage & sharing:

- Following legislation & guidance
- IT filters & monitoring systems in
- Explaining how, what, where & w information is shared
- Detailed, accurate & secure v records of discussions, decisic actions, shared appropriately

Safeguarding & promoting the welfare of children is everyone's responsibility:

- Protecting children from maltreat
- Preventing impairment of chil mental & physical health development
- Ensuring that children grow circumstances consistent with provision of safe and effective and
- Taking action to enable all child have the best outcomes

A child is anyone under 18 y

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_afile/1007260/Keeping_children_safe_in_schools_2021.pdf *Keeping Children Safe in Schools 2021*

We are child-centred & we will a promote students' health, well- personal & emotional developme

Partnership with parents & carers:

- Open, honest, respectful relation
- Comfort & privacy to talk & get a
- Involvement & inclusion at all sta of student's education & care
- Understanding of culture & divers
- Clear explanations & use of professional interpreters
- Up to date emergency contact de
- Information about our complaints procedure
- Support & signpost to adult servi vulnerable

Safe recruitment & management practices:

- Ensure unsuitable people do not work with children
- Positive & open culture and environment
- Whistle-blowing process for staff concerns about organisational practice
- Report all allegations of abuse by staff, carers or volunteers

Coordinated approach to concerns:

- Quick staff response to inform DSL/D about student concerns
- Timely referrals to Children's Social Care & Police where risk of significant harm exists
- Work with all agencies to support students & families through multi-agency meetings e.g. child protection conferences, plans & actions

Safeguarding policies, procedures & guidance:

- Available publicly for students, families, staff
- Following national & SCSP guidance & arrangements
- Include staff/pupil behaviour & relationships & online communications
- Updated annually

Early Life Enterprise:

If you have any concerns about a student at this setting please share this information with us straight away. Issues such as appearance, hygiene, behaviour, can be shared with teaching or support staff. Do not worry about reporting small matters – we would rather you tell us than miss a worrying situation.

However, if you think that a student or an adult who cares for them has been or might be harmed; please talk to a member of our trained safeguarding team immediately (details below).

You can ask any member of staff to find them and speak to you about a confidential and urgent matter.

If you are unhappy with the way we have dealt with something, please tell us. If you wish to report it to us formally please use our complaints procedure or write directly to the Head of Centre.

A concern, allegation or disclosure of abuse involving someone working with children or adults in a paid or unpaid capacity must be reported directly to the Senior Manager, unless it involves them and then it should be reported directly to the Progressions Team, Sheffield City Council, via: Diana.Cummings@sheffield.gov.uk

Our Designated Safeguarding Lead & Online safety co-ordinator is:

Name: Ian Lawrence

07585662658

ianlawrence@earlylifeenterprise.co.uk

Our Designated Safeguarding Deputy & Head of Centre is:

Name: Charlotte Barton

07809427948

c.barton@earlylifeenterprise.co.uk