



Safeguarding Policy

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Date of Review: 2nd September 2025 (reviewed annually)

Child Protection is defined in the Children Act 1989 (s.47) as when a child is suffering or is likely to suffer significant harm. Under statutory guidance and legislation action must be taken to safeguard and promote the child's welfare.

The purpose of this policy statement is:

- To protect children and young people who receive Lexia Education's services from harm.
- To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Lexia Education including senior managers.

Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England.

All action taken by Lexia Education will be in accordance with current legislation and guidance.

The following safeguarding legislation and guidance has been considered when drafting this policy:

- [Teachers' Standards \(Guidance for school leaders, school staff and governing bodies\)](#)
- [Working Together to Safeguarding Children](#)
- [Keeping Children Safe in Education 2025](#)
- [Information Sharing 2018](#)
- [What to do if you're worried a child is being abused](#)
- [SEND Code of Practice 2015](#)
- [The Children and Families Act 2014](#)
- [Mental Capacity Act 2005](#)
- [Human Rights Act 1998](#)

This policy should be read in conjunction with the following policies:

- Safer Recruitment policy
- Whistleblowing policy
- Code of Conduct
- Behaviour policy
- Online Safety policy
- Attendance policy
- Health and Safety policy
- Sex and relationships policy

Supporting documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents:

- Role description for the designated safeguarding officer
- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for staff
- Behaviour codes for children and young people
- Safer recruitment
- Online safety
- Anti-bullying
- Managing complaints
- Whistleblowing
- Health and safety
- Induction, training, supervision and support

We believe that:

- Children and young people should never experience abuse of any kind

- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- The welfare of children is paramount in all the work we do and in all the decisions we take.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Extra safeguards may be needed for children and young people with Special Educational Needs and Disabilities (SEND).

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting them.
- Appointing a nominated child protection lead for children and young people and a deputy for safeguarding.
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for all staff.
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff through supervision, support, training and quality assurance measures so that all staff know about and follow our policies, procedures and behaviour codes confidently and competently.
- Recruiting and selecting staff safely, ensuring all necessary checks are made
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance.
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately.
- Using our procedures to manage any allegations against staff appropriately.
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise.
- Ensuring that we have effective complaints and whistleblowing measures in place.
- Ensuring that we provide a safe physical environment for our children, young people, staff, by applying health and safety measures in accordance with the law and regulatory guidance.

Professional expectations, roles and responsibilities.

Role of all staff

- All staff will be trained to at least Introductory Level Safeguarding Training annually.
- All staff will read and understand Part 1 of statutory guidance Keeping Children Safe in Education (2025). Those working directly with children will also read Annex B. Those who do not work directly with children will have the option of reading Annex A instead.
- In addition to this all staff will be aware of the systems in place which support safeguarding including reading this Safeguarding/Child Protection Policy; the Behaviour Policy; the Staff Code of Conduct document; safeguarding response to children who go missing or are absent from education; and the role of the Designated Safeguarding Lead (DSL).

Reporting Process

- Know who and how to contact the DSL and any deputies (listed above)
- Information or concerns about learners will be shared with the DSL in a timely manner (within 24 hours).
- A Cause for Concern Form will be submitted within 24 hours of incident to the safeguarding@lexiaeducation.co.uk
- The Local Authority and/or school DSL will be informed of the concern for them to escalate further.
- The Local Authority and/or school DSL will keep Lexia updated on any appropriate developments.

We are committed to reviewing our policy and good practice annually.