

SAFEGUARDING POLICY

Company Operations

ADO SERVICES C.I.C.

Incorporating ADO River Valley

Version 1.1 ©2026

Next Version Review September 2027

Last Ratification By Governance Committee	October 2025
Next Review By Governance Committee	September 2026
Latest Update by ADO River Valley	August 2026

2026-2027

1. Updates to policy

Date	Page	Changes made

1. Policy Statement

Safeguarding is everyone responsibility. We are committed to protecting children from abuse, neglect, exploitation and harm.

2. Statutory Framework

This policy should be read alongside KCSIE 2026, Working Together 2023, Prevent duty guidance, SEND guidance and local safeguarding procedures. Safeguarding Overview

3. Safeguarding Overview

The welfare of children and young people (CYP) is paramount. ADO River Valley is committed to safeguarding and promoting the welfare of all children and young people and expects all staff, volunteers and visitors to share this commitment.

Safeguarding and promoting the welfare of children includes:

- Providing help and support as soon as concerns emerge.
- Protecting children from abuse, neglect and exploitation, including online.
- Preventing impairment of children's mental and physical health or development.
- Ensuring children receive safe and effective care.
- Enabling children to achieve the best possible outcomes.

All staff should be aware of the indicators of abuse, neglect and exploitation and understand that children can be at risk of harm inside and outside the home, online and offline. Staff should recognise that children may experience prejudice-based harm, including racism, faith-based prejudice and other forms of discrimination. Such experiences may affect a child's welfare, wellbeing, mental health, sense of safety and willingness to seek help. Concerns relating to prejudice-based harm will be considered within safeguarding practice and recorded appropriately.

This policy is informed by:

- Keeping Children Safe in Education 2026 (KCSIE)
- Working Together to Safeguard Children 2023
- Bexley Safeguarding Children Partnership procedures and guidance.

Safeguarding arrangements, staff training, governance oversight and safer recruitment procedures are reviewed regularly to ensure compliance with current statutory guidance and best practice.

4. Key Contacts for Safeguarding and Child Protection:

Designated Safeguarding & Prevent Lead (DSL) for ADO RV School	Helen Nobbs helen@adorivervalley.co.uk 02088506778
Deputy Designated Safeguarding & Prevent Lead, and Online Safety Lead for ADO RV School	Amy Kadiu amy@adorivervalley.co.uk 02088506778
Chair of Proprietor Body for ADO RV School (<i>this is who would be contacted if there was a concern regarding the Headteacher/DSL</i>)	Victoria McHolland-Pilcher victoria@adorivervalley.co.uk 02088506778
Wider Safeguarding Support from the Governance Committee (<i>this is who would be contacted if there was a safeguarding concern regarding the Headteacher/DSL and the above contact is not available.</i>)	Committee to provide safeguarding support
The Bexley Council LADO	Edward Snelgar LADO and Safer Organisations Advisor Bexley Council, Civic Offices, 2 Watling Street Bexleyheath, Kent DA6 7AT Tel: 0203 045 3436 (LADO Team) Tel: 0203 045 5645 (Business Support) Tel: 0203 045 5440 (MASH) Email: LADO@bexley.gov.uk Email: childrens.triageteam@bexley.cjsm.net
The Bexley Council Prevent Team	Email: community.safety@bexley.gov.uk or Tel: 020 8303 7777 (ask for the Community Safety team)
The Police - Female Genital Mutilation (FGM) Mandatory Reporting Duty	If a girl appears to have been recently cut or you believe she is at imminent risk, act immediately – this may include phoning 999. REMEMBER: Mandatory reporting is only one part of safeguarding against FGM and other abuse.

5 Student Safety

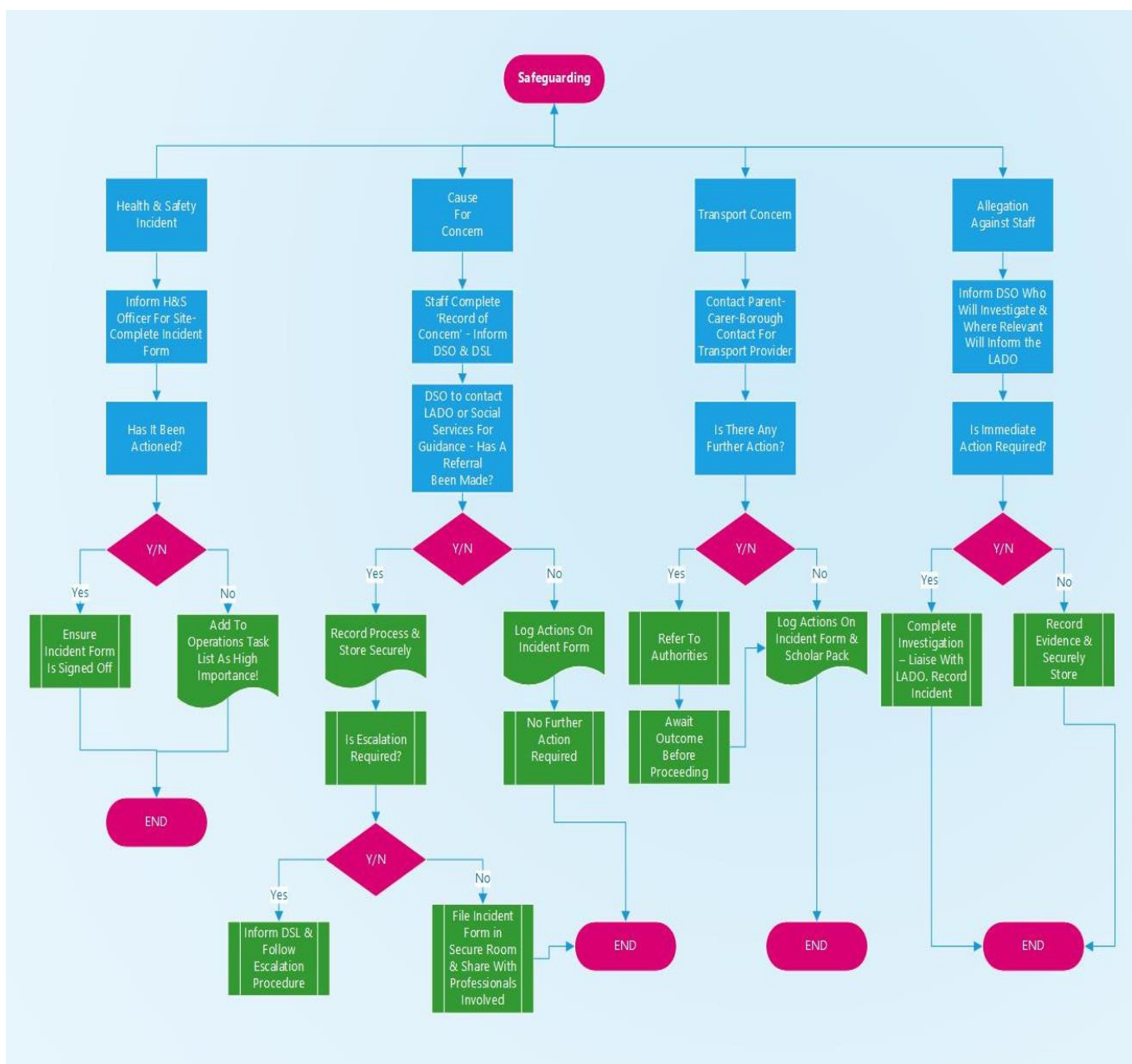
ADO River Valley School is committed to safeguarding and promoting the welfare of all students. We provide a safe, supportive environment where children are protected from abuse, neglect and exploitation, and where their physical and mental wellbeing can thrive.

All staff are responsible for safeguarding and should be alert to children who may benefit from Early Help, recognising concerns and responding promptly in line with safeguarding procedures.

We work in partnership with parents, carers and external agencies to promote positive outcomes for all students. Any concerns that a child may be at risk of harm, or that this policy is not being followed, must be reported to the Designated Safeguarding Lead (DSL) without delay.

This policy should be read alongside other relevant ADO River Valley policies, including those relating to behaviour, online safety, attendance, staff conduct, safer recruitment and safeguarding adults at risk.

6. Safeguarding Workflow



7. Key Principles

To safeguard and promote the welfare of all students, ADO River Valley School will:

- Provide a safe, inclusive and supportive environment.
- Promote students' wellbeing, development, independence and self-esteem.
- Listen to and act on the views and concerns of children.
- Work effectively with parents, carers and external agencies.
- Ensure all staff follow safeguarding policies and procedures.
- Maintain up-to-date safeguarding training and knowledge.
- Record and respond to concerns promptly and appropriately.

In line with **KCSIE 2026**, all staff, including those who do not work directly with children, must read **Part One** of *Keeping Children Safe in Education* and a record of this will be maintained.

All staff will receive safeguarding training during induction and regular updates throughout the year. Staff must understand their safeguarding responsibilities, including how to report concerns using CPOMS and other school systems.

All staff should be prepared to identify children who may benefit from **Early Help** or **Family Help** and share concerns promptly with the Designated Safeguarding Lead (DSL).

Staff should be aware that children may be at risk of abuse, neglect, exploitation or harm both inside and outside the home, online and offline. Mental health difficulties, self-harm, suicidal ideation, child-on-parent abuse, serious violence and exploitation may be indicators that a child needs help or protection.

The Headteacher, as DSL, has overall responsibility for safeguarding and child protection.

The Deputy DSL will undertake these responsibilities in the DSL's absence.

All concerns, discussions, decisions and actions, including the rationale for decisions and whether referrals have been made, must be recorded promptly on **CPOMS**.

8. Training For Safeguarding Leads

The DSL and Deputy DSL undertake safeguarding training in accordance with KCSIE 2026 and update their knowledge regularly through professional development, local safeguarding partnership briefings and safeguarding networks. Training includes child protection, Prevent, online safety, filtering and monitoring, harmful sexual behaviour, violence against women and girls (VAWG), child exploitation, mental health and emerging safeguarding risks.

The DSL and Deputy DSL receive regular safeguarding updates to keep their knowledge and skills current and ensure they can fulfil their safeguarding responsibilities effectively. Appropriate cover arrangements are in place to ensure safeguarding leadership is available whenever the school is operational

9 . Safeguarding Overview for Staff, Visitors and Contractors

9.1 Safeguarding Mechanisms

ADO River Valley School maintains a culture of safeguarding through:

- Safeguarding induction for all new staff.
- Annual safeguarding training and regular safeguarding updates.
- Staff reading and acknowledging Part One of Keeping Children Safe in Education 2026.
- Regular supervision and safeguarding discussions.
- The effective use of CPOMS for recording concerns.
- Governance oversight of safeguarding through regular meetings and DSL reports.
- Internal and external quality assurance activities.
- Ongoing staff training relating to online safety, filtering and monitoring, Prevent, child exploitation, harmful sexual behaviour and emerging safeguarding risks.

All staff receive safeguarding training at induction and regular updates throughout the year to ensure they understand their safeguarding responsibilities and reporting procedures.

9.2 Staff Induction

All staff receive safeguarding training during induction and annually thereafter. Staff must confirm that they have read and understood:

- Part One of KCSIE 2026.
- The Safeguarding and Child Protection Policy.
- Staff Code of Conduct.
- Behaviour Policy.
- Whistleblowing Policy.
- Online Safety Policy.

Records of induction and training are maintained.

Safeguarding records are held securely within CPOMS.

9.3 Recording and Reporting Concerns

All safeguarding concerns, discussions, decisions and actions are recorded on CPOMS. The DSL maintains oversight of safeguarding records and provides regular safeguarding reports to the Governance Committee.

9.4 Safer Recruitment

ADO River Valley School follows safer recruitment procedures in accordance with KCSIE 2026.

Appropriate pre-employment checks are completed, including:

- Identity verification.
- Right to work checks.
- References.
- Enhanced DBS checks and barred list checks where required.
- Online searches.
- Prohibition checks where applicable.

Recruitment checks are recorded on the Single Central Register, which is reviewed regularly by the Headteacher.

9.5 Enhanced Disclosure Checks

All staff, consultants and contractors working in regulated activity must hold an appropriate enhanced DBS check.

Where exceptional circumstances require an individual to commence work before a DBS certificate is received, a risk assessment, satisfactory references and relevant barred list checks must be completed, and appropriate supervision arrangements put in place.

9.6 Visitors and Contractors

All visitors and contractors must:

- Sign in on arrival.
- Follow school safeguarding procedures.
- Be supervised where appropriate.
- Wear identification provided by the school.
- Have appropriate safeguarding checks completed where required.

The school takes appropriate measures to ensure that no unauthorised adult has unsupervised access to children.

10. Responding To Concerns About Individual Students

All students have the right to be safe, heard and supported. ADO River Valley School is committed to safeguarding and promoting the welfare of all children and young people. Staff should remain professionally curious, avoid assumptions or stereotyping, and consider each child's individual circumstances.

All staff are in a unique position to identify students who may benefit from Early Help, Family Help or who may be at risk of abuse, neglect or exploitation.

Staff Responsibilities

If a student discloses information or a concern arises, staff must:

- Listen carefully without asking leading questions.
- Take all concerns seriously.
- Reassure the child that they have done the right thing by sharing.

- Never promise confidentiality.
- Explain that information may need to be shared to keep them safe.
- Report concerns to the DSL or Deputy DSL immediately.
- Record concerns accurately on CPOMS on the same day, using the child's own words where possible.

If there is a risk of immediate harm, any member of staff can make a referral to Children's Social Care, the Police or emergency services. The DSL should be informed as soon as possible.

If a member of staff believes a concern has not been acted upon appropriately, they should escalate their concerns in line with the school's safeguarding procedures.

Responsibilities of the DSL

The DSL (or Deputy DSL in their absence) will:

- Assess the level of risk and need.
- Consider whether the child is suffering or likely to suffer significant harm.
- Review previous safeguarding concerns and relevant records.
- Decide whether Early Help, Family Help or a referral to Children's Social Care is required.
- Seek advice from MASH, the LADO, Police or other relevant agencies where appropriate.
- Keep detailed records of concerns, decisions, actions and outcomes.
- Attend child protection conferences, core groups and multi-agency meetings as required.

Parents and carers will normally be informed of concerns unless doing so would place the child at increased risk of harm or compromise an investigation.

Serious Safeguarding Concerns

Where sexual abuse, child sexual exploitation (CSE), child criminal exploitation (CCE), Female Genital Mutilation (FGM) or other serious harm is disclosed or suspected, staff must not investigate or question the child beyond establishing the basic facts. The matter must be referred immediately to the DSL.

In cases where a teacher discovers that an act of FGM appears to have been carried out on a girl under 18, the statutory reporting duty to the Police must be followed.

Information Sharing and Record Keeping

Information will be shared on a need-to-know basis in accordance with safeguarding and data protection requirements. All safeguarding records are maintained securely on CPOMS and retained in line with statutory guidance.

All staff, including educators, therapists and support staff, have a responsibility to monitor and support students who are subject to Child Protection Plans, Child in Need Plans, Early Help or Family Help interventions, or who present emerging safeguarding concerns.

11. Child Protection: Recognition and Response to Abuse

All staff have a responsibility to be alert to indicators of abuse, neglect, exploitation and other safeguarding concerns. Through their day-to-day contact with students, staff are well placed to identify changes in behaviour, presentation or circumstances that may indicate a child is at risk of harm.

Harm includes the ill-treatment or impairment of a child's physical or mental health and development, including harm caused by witnessing the ill-treatment of another person.

Staff should be aware that abuse can take many forms, including physical abuse, emotional abuse, sexual abuse, neglect, child exploitation and fabricated or induced illness.

Any concern that a student may be suffering, or is at risk of suffering, harm must be reported to the DSL or Deputy DSL immediately and recorded on CPOMS in accordance with the school's safeguarding procedures.

Further guidance on recognising abuse and responding to safeguarding concerns is provided through staff training, KCSIE 2026 and the appendices to this policy.

12. Safeguarding: Providing a Safe Environment

ADO River Valley School is committed to providing a safe, supportive, inclusive and anti-discriminatory environment where all students feel secure, valued and protected from harm. We recognise that promoting equality, respect and inclusion forms an important part of our safeguarding culture.

We promote safeguarding by:

- Providing a caring, safe and positive learning environment.

- Ensuring staff receive appropriate safeguarding and child protection training.
- Promoting students' wellbeing, self-esteem and resilience.
- Working in partnership with parents, carers and external agencies.
- Following safer recruitment procedures.
- Recording and responding to safeguarding concerns appropriately.
- Maintaining effective visitor management procedures.
- Completing risk assessments for educational visits and activities.
- Using CCTV in shared working areas to support the safety of students and staff.
- Ensuring students have access to safeguarding information and support services, including Childline.

Parents and carers may also make direct referrals to Children's Social Care if they have concerns about a child's welfare.

13 Secure Areas and Emergency Procedures

The school maintains designated safe areas and lockdown procedures to protect students and staff during emergencies, security incidents or situations where additional support is required.

Clear procedures are in place for responding to:

- Student behavioural or emotional crises.
- Unauthorised visitors or intrusion events.
- Lockdown situations.
- Other site safety risks.

Staff receive training on emergency procedures, including the use of agreed communication codes and secure areas. Students may also access designated regulation spaces to support their emotional wellbeing and safety when required.

14 Safeguarding in Specific Circumstances

14.1 Students with SEND

ADO River Valley School recognises that children with Special Educational Needs and Disabilities (SEND) may be more vulnerable to abuse, neglect and exploitation and may face additional barriers to recognising, disclosing or reporting concerns.

Staff understand that behaviour, mood changes, communication difficulties or injuries may indicate safeguarding concerns rather than being solely attributed to a child's SEND. Appropriate support, therapeutic interventions and reasonable adjustments are provided to ensure all students are heard, supported and protected.

Individual risk assessments are used where appropriate to identify vulnerabilities and safeguard students effectively.

14.2 Contextual Safeguarding

ADO River Valley School recognises that safeguarding concerns can occur outside the home and school, including within the community, peer groups and online environments.

Staff consider the wider context of incidents and behaviours and work with students, families, professionals and partner agencies to identify and reduce risks associated with extra-familial harm, including exploitation, harmful sexual behaviour, peer-on-peer abuse and online risks.

14.3 Attendance and Children Missing Education (CME)

Regular attendance is a key safeguarding responsibility. Persistent absence, unexplained absence and children missing education may be indicators of abuse, neglect, child sexual exploitation (CSE), child criminal exploitation (CCE) or other safeguarding concerns.

The school:

- Monitors attendance closely.
- Investigates unexplained absences promptly.
- Reports concerns in line with local authority requirements.
- Maintains accurate attendance and admission registers.
- Works with families, local authorities and other professionals to address attendance concerns.
- Reports unexplained absences of children subject to Child Protection Plans to the relevant social worker.

The DSL will monitor attendance patterns and consider whether poor attendance or repeated absence may indicate a safeguarding concern.

Any alternative arrangements, including hybrid timetables, will be agreed with parents, carers and relevant professionals and reviewed regularly.

14.4 Mental Health and Emotional Wellbeing

ADO River Valley School recognises that mental health concerns can sometimes be an indicator that a child has suffered or is at risk of abuse, neglect or exploitation.

Staff should be alert to concerns including:

- Self-harm.
- Suicidal thoughts or ideation.
- Anxiety or depression.
- Trauma responses.
- Social withdrawal.
- Significant changes in behaviour.

Concerns must be recorded on CPOMS and reported to the DSL without delay. Appropriate support will be provided through internal and external services as required.

15 Safeguarding Criteria

15.1 Prevent Duty and Radicalisation

ADO River Valley School recognises that protecting children from radicalisation and extremism is part of its wider safeguarding responsibilities. Staff receive Prevent training and are expected to identify and report concerns relating to radicalisation, extremist influences or terrorism to the DSL. Concerns will be managed in line with the Prevent Duty and Channel processes.

15.2 Forced Marriage and Honour-Based Abuse

Forced marriage and honour-based abuse are forms of abuse and will be treated as safeguarding concerns. Staff must report concerns immediately to the DSL and should not contact family members or attempt mediation. Referrals will be made to Children's Social Care and other relevant agencies where appropriate.

15.3 Female Genital Mutilation (FGM)

FGM is illegal and a form of abuse. Staff should be alert to indicators that a child may be at risk of, or has undergone, FGM. Concerns must be reported immediately to the DSL. Where a teacher discovers that an act of FGM appears to have been carried out on a girl under 18, the statutory duty to report to the Police will be followed.

15.4 Harmful Sexual Behaviour, VAWG and Misogyny

ADO River Valley School recognises that harmful sexual behaviour, sexual harassment, misogyny, violence against women and girls (VAWG), sexist language and harmful gender stereotypes may be safeguarding concerns. These behaviours will be challenged and addressed through safeguarding procedures, pastoral support and education.

15.5 Bullying

Bullying, including cyberbullying, can have a significant impact on a child's wellbeing and safety. All incidents of bullying will be taken seriously and managed in accordance with the school's Behaviour and Anti-Bullying Policies.

The school recognises that racism, faith-targeted abuse and other prejudice-based incidents may have a significant impact on a child's welfare, wellbeing and sense of safety. Such concerns will be taken seriously and may be managed as safeguarding concerns where appropriate.

15.6 Lesbian, Gay, Bisexual and Gender Questioning Children

Being lesbian, gay, bisexual or gender questioning is not, in itself, a safeguarding concern. However, these children may be more vulnerable to bullying, discrimination or abuse. The school promotes inclusion, respect and equality and provides appropriate support for all students. Staff will have regard to current statutory guidance relating to children who are questioning their gender and will consider safeguarding, parental involvement where appropriate, and the best interests of the child on a case-by-case basis. All staff are aware of the protected characteristics set out in the Equality Act 2010 and will challenge discriminatory behaviour appropriately.

16. Online Safety, (Including Filtering and Monitoring)

ADO River Valley School recognises that technology and the internet are an integral part of children's lives and education. We are committed to safeguarding students online and protecting them from harm both in school and when using technology outside of school.

The school maintains an Online Safety Policy, Cyber Security Policy and Privacy Policy, which should be read alongside this policy.

The DSL has lead responsibility for online safety and works alongside the Online Safety Lead (OSL), senior leaders, governors and IT providers to ensure effective filtering and monitoring systems are in place. Filtering and monitoring arrangements are reviewed at least annually and whenever a safeguarding risk, significant change in technology, or change in working practice is identified.

The Online Safety Lead supports the DSL in monitoring online safety risks, filtering and monitoring arrangements and the delivery of online safety education.

All staff receive training on online safety, filtering and monitoring, Prevent, and emerging online risks, including:

- Cyberbullying.
- Online grooming and exploitation.
- Child sexual abuse material (CSAM).
- Sharing of nude and semi-nude images.
- Radicalisation and extremist content.
- Misinformation and disinformation.
- Online conspiracy theories.
- AI-generated content and deepfakes.
- AI-assisted exploitation and grooming.
- Online misogyny and harmful influences.
- Excessive or unsafe use of technology.

Students are taught how to stay safe online through the curriculum and wider safeguarding education. Staff and students are expected to use technology responsibly and in accordance with school policies.

The school uses filtering and monitoring systems to help identify and manage online risks. Concerns identified through these systems are reviewed promptly and escalated to the DSL where required.

Sharing Nude or Semi-Nude Images

The sharing of nude or semi-nude images by children is a safeguarding concern. Any incident will be managed in line with UKCIS guidance and safeguarding procedures.

Staff must:

- Report concerns immediately to the DSL.
- Not view, copy, print, save or share images.
- Not ask a child to delete images.

- Record concerns promptly.
- Follow the advice of the DSL, Children's Social Care and the Police where appropriate.

The welfare of the child will be the primary consideration in all cases.

Artificial Intelligence (AI)

The school recognises the increasing use of artificial intelligence (AI) within education and wider society. Students and staff will be supported to use AI safely and responsibly. Any misuse of AI, including the creation or sharing of harmful, deceptive, abusive or sexualised content, will be treated as a safeguarding concern and managed in accordance with this policy.

The school recognises that AI-generated intimate images and manipulated content may constitute a safeguarding concern and will be managed accordingly.

17. Child Sexual Exploitation (CSE)

Child Sexual Exploitation (CSE) is a form of child abuse that occurs when an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child into sexual activity in exchange for something the child needs or wants, or for the benefit of the perpetrator.

ADO River Valley School recognises that all children can be vulnerable to exploitation and that CSE may occur both online and offline. Staff will remain alert to indicators of CSE and report any concerns to the DSL immediately.

The school will work with children, families and partner agencies to identify risks, provide appropriate support and make referrals where necessary. Any concerns relating to CSE, including concerns about suspicious individuals or activity around the school, will be reported to the relevant safeguarding agencies and, where appropriate, the Police.

18 Harmful Sexual Behaviour

Sexual violence and sexual harassment can occur between two children of any age and sex. It may occur through a single child or group of children sexually harassing or being sexually violent towards another child or group of children, it may happen both physically or verbally, online or offline. Evidence suggests that girls, children with Special Education Needs and Disability (SEND) and LGBTQA+ children are at greater risk (as with Child Criminal Exploitation *KCSIE 2026*). It is important that all disclosures are taken seriously, victims are supported and there is a clear message that it is never acceptable.

Any experience of sexual violence and sexual harassment is likely to have a significant impact on a student's emotional well-being and adversely affect their educational attainment.

ADO RV School Staff are to report any concerns about a student to the designated safeguarding lead and log it with an Incident Form.

Staff should be aware of the links between harmful sexual behaviour, misogyny, violence against women and girls (VAWG), online influencers, harmful gender stereotypes and abusive behaviours. Incidents involving these concerns will be taken seriously, recorded appropriately and addressed through safeguarding interventions, education and pastoral support.

19 Child-on-Child Abuse

Child-on-child abuse may include physical abuse, bullying, emotional abuse, harmful sexual behaviour, sexual harassment, sexual violence, sexting, coercion, exploitation, intimidation, discriminatory behaviour, racism, faith-targeted abuse and abuse within relationships.

All allegations and concerns will be taken seriously, recorded and reported to the DSL. Victims will be supported, appropriate action will be taken, and incidents will be managed in accordance with the school's safeguarding and behaviour procedures. ADO River Valley School takes all allegations of child-on-child abuse seriously and will never dismiss them as banter, bullying or part of growing up.

The school maintains a zero-tolerance approach to abuse and will ensure that concerns are investigated fairly, with the welfare of all children involved remaining paramount.

Where an allegation raises a safeguarding concern:

- The concern must be reported immediately to the DSL.
- A factual record must be made using CPOMS.
- The DSL will assess the level of risk and determine whether referrals to Children's Social Care, the Police or other agencies are required.
- Appropriate risk assessments and safety plans will be implemented where necessary.
- Parents and carers will be informed unless doing so would place a child at greater risk of harm.
- Both the alleged victim and the alleged perpetrator will receive appropriate support.
- All actions, decisions and outcomes will be recorded and monitored.

The welfare of all children involved will remain paramount throughout the process.

20 Looked After Children and Previously Looked After Children

ADO River Valley School recognises that looked after children and previously looked after children may be particularly vulnerable to safeguarding concerns and may require additional support to achieve positive outcomes.

The school will work closely with carers, residential settings, Virtual School Heads, social workers and other relevant professionals to promote the welfare, safety and educational progress of these students. Any safeguarding concerns will be reported and managed in accordance with the school's safeguarding procedures.

21 Drugs and Substance Misuse

ADO River Valley School recognises that drug and substance misuse can have a significant impact on a student's health, wellbeing and safety.

The school is committed to educating students about the risks associated with legal and illegal substances and will provide appropriate support where concerns are identified. Any concerns regarding substance misuse, possession, supply or involvement in drug-related activity will be treated as a safeguarding concern and managed in accordance with the school's safeguarding, behaviour and substance misuse procedures.

Where appropriate, the school will work with parents, carers and external agencies to safeguard and support the student.

22. Child Criminal Exploitation (CCE), County Lines and Gangs

ADO River Valley School recognises that Child Criminal Exploitation (CCE), including county lines activity, is a form of child abuse. Children may be exploited or coerced into criminal activity through violence, threats, manipulation, grooming or debt bondage. Exploitation can affect any child, regardless of age, gender or background, and may occur both online and offline.

Staff will remain vigilant to indicators of CCE, including missing episodes, unexplained money or possessions, changes in behaviour, association with gangs, carrying weapons, online exploitation or involvement in criminal activity.

Any concerns relating to CCE, county lines activity, trafficking or gang involvement must be reported immediately to the DSL and recorded on CPOMS. The school will work with Children's Social Care, the Police and other relevant agencies to safeguard and support children who may be at risk of exploitation.

23. Children and the Court System / Police Investigations

ADO River Valley School recognises that some children may become involved with the police or court system as victims, witnesses or defendants. Where appropriate, the school will work with families, the police, courts and other agencies to ensure that children receive suitable support throughout the process.

Where a student is required to attend court, provide evidence or participate in a police investigation, the school will take reasonable steps to support their wellbeing, educational engagement and safeguarding needs.

24 Private Fostering

A private fostering arrangement occurs when a child under 16 (or under 18 if disabled) is cared for by someone other than a parent or close relative for 28 days or more.

If the school becomes aware of a private fostering arrangement, the DSL will ensure that the relevant local authority is informed in accordance with statutory requirements and safeguarding procedures.

25. Health and Safety

ADO River Valley School is committed to providing a safe environment for all students, staff and visitors. Risk assessments are undertaken for school activities, educational visits, alternative provision and site-specific risks to ensure appropriate safeguarding arrangements are in place.

The school recognises that some situations, including changing facilities and personal care arrangements, require additional safeguards. Appropriate supervision will be provided whilst maintaining students' privacy, dignity and wellbeing.

Where there are concerns that a student may be in possession of a prohibited item, dangerous substance or weapon, searches may be carried out in accordance with current legislation and school procedures. Any safeguarding concerns identified will be managed in line with this policy

26. Working with Students' Families, Confidentiality and Information Sharing

ADO River Valley School recognises the importance of working in partnership with parents and carers to safeguard and promote the welfare of students. Families are expected to provide accurate and up-to-date information, including contact details, emergency contacts, parental responsibility arrangements and any relevant court orders.

Information about students will be treated confidentially and shared on a need-to-know basis. However, where there are safeguarding concerns, the welfare of the child is paramount and information may be shared with relevant agencies in accordance with safeguarding and data protection legislation.

Safeguarding records are stored securely and separately from educational records where appropriate. Child protection records, safeguarding concerns and risk information will be transferred securely and without delay when a child moves educational provision.

Where concerns arise regarding a student's welfare, the school will normally work with parents and carers. However, referrals to Children's Social Care, the Police or other agencies may be made without parental consent where this is necessary to protect a child from harm.

27. Safer Recruitment, Induction and Training

ADO River Valley School is committed to safer recruitment and follows the requirements of KCSIE 2026 to ensure that all adults working with children are suitable to do so.

All staff, volunteers, governors, contractors and other adults undertaking regulated activity with children will be subject to appropriate safeguarding and recruitment checks, including enhanced DBS checks and any other statutory checks required for their role. Recruitment checks are recorded on the Single Central Record (SCR).

The school undertakes appropriate recruitment processes, including:

- Application and selection procedures.
- Verification of identity, qualifications and right to work in the UK.
- Professional references.
- Enhanced DBS and barred list checks where required.
- Prohibition, Section 128 and overseas checks where applicable.
- Online searches in line with statutory guidance.

All appointments are subject to satisfactory completion of the required safeguarding and recruitment checks.

New staff receive an induction which includes:

- Safeguarding and child protection procedures.
- Staff Code of Conduct.
- Behaviour Policy.
- Online Safety Policy.
- Whistleblowing Policy.
- Part One of Keeping Children Safe in Education 2026.

All staff receive safeguarding and child protection training at induction and regular updates thereafter. The DSL and Deputy DSL undertake role-specific safeguarding training and maintain their knowledge through ongoing professional development.

Further information can be found within the school's Recruitment and Selection Policy and Single Central Record procedures.

27. Allegations Against Staff, Volunteers and Other Adults

ADO River Valley School recognises its duty to respond promptly, fairly and consistently to any allegation or concern about an adult working with children.

Any allegation that a member of staff, volunteer, governor or contractor has:

- Behaved in a way that has harmed, or may have harmed, a child;

- Possibly committed a criminal offence against or related to a child; or
- Behaved in a way that indicates they may be unsuitable to work with children,

must be reported immediately to the Headteacher/DSL. Where the allegation concerns the Headteacher or DSL, it must be reported directly to the Chair of Proprietors.

The school will follow **KCSIE 2026**, local authority procedures and consult the Local Authority Designated Officer (LADO) where appropriate. Staff must not investigate allegations themselves.

The welfare of the child will remain paramount throughout any investigation. Appropriate support will be provided to all individuals involved, and confidentiality will be maintained in accordance with statutory guidance.

The school also recognises the importance of addressing **low-level concerns** about adults working with children. All concerns will be recorded, reviewed and managed in accordance with the Staff Code of Conduct and Low-Level Concerns Policy.

Where required, referrals will be made to the Disclosure and Barring Service (DBS), Teaching Regulation Agency (TRA), Police or other relevant agencies.

All staff are expected to maintain professional boundaries and follow the standards set out within the Staff Code of Conduct, Whistleblowing Policy and safeguarding procedures.

28. Policy Review

This policy will be reviewed at least annually and updated sooner if required to reflect changes in legislation, statutory guidance, local safeguarding arrangements or school practice.

Contact

This document was produced by the ADO RV Operations Consultancy Team (Kylanja Ltd) with guidance and support from Avensure Ltd. This version supersedes any previous versions and will be reviewed annually.

All correspondence with regard to this policy, or any other operational policy and procedure should be directed to the ADO RV Business Manager by e-mailing education@adorivervalley.co.uk or calling 0208 855 6778, requesting to speak to the Business Manager or in writing to ADO River Valley School, Main Office, 126 Upper Wickham Lane, Welling, Kent, DA16 3DP.

APPENDIX 1: Staff Guidance

All staff are expected to:

- Maintain professional boundaries at all times.
- Follow the Staff Code of Conduct.
- Avoid being alone with a student where possible.
- Never give personal contact details to students.
- Not communicate with students through personal social media accounts.
- Never promise confidentiality to a child making a disclosure.
- Report any safeguarding concern immediately to the DSL.
- Record concerns accurately on CPOMS.

Staff should always act in accordance with KCSIE 2026, the school's safeguarding procedures and professional standards.

APPENDIX 2: Recognising Abuse and Neglect

Staff should refer to **Part One of Keeping Children Safe in Education 2026** for detailed information regarding:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Child Sexual Exploitation (CSE)
- Child Criminal Exploitation (CCE)
- County Lines
- Harmful Sexual Behaviour
- Child-on-Child Abuse

- Online Safety
- Domestic Abuse
- Mental Health Concerns
- Radicalisation and Extremism

Any concern that a child may be suffering, or is at risk of suffering, harm must be reported immediately to the DSL and recorded on CPOMS.