

## Safeguarding and Child Protection Policy

**Your Specialist Teacher Limited** Company Number: 16997681

**Effective Date:** 04 February 2026

**Last Reviewed:** 04 February 2026

**Designated Safeguarding Lead (DSL):** Jamie Evans

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### 1. POLICY STATEMENT

**Your Specialist Teacher Limited** (hereinafter "The Company") acknowledges its duty of care to safeguard and promote the welfare of children and young people. We are committed to ensuring that our practices—whether delivering training, observations, or interventions—prioritise the safety of the child above all else.

This policy applies to all **Directors** (Jamie Evans) and **Associates** working on behalf of The Company.

### 2. LEGAL FRAMEWORK

This policy has been drawn up on the basis of legislation, policy, and guidance that seeks to protect children in England, including:

- *Keeping Children Safe in Education (KCSIE) 2024* (and subsequent updates).
- *Working Together to Safeguard Children*.
- *The Children Act 1989 & 2004*.
- *The Counter-Terrorism and Security Act 2015 (The Prevent Duty)*.

### 3. KEY CONTACTS

- **Designated Safeguarding Lead (DSL):**
  - Jamie Evans
  - Phone: 07440 160004
  - Email: jamie@yourspecialistteacher.com
- **Kent Local Authority Designated Officer (LADO):** (*For allegations against staff/professionals.*)
  - Referral via the Kent Integrated Children's Services Portal.
  - Consultation Line: 03000 41 08 88 (or current local equivalent).
- **Kent "Front Door" (Integrated Children's Services):**
  - For reporting concerns about a child: 03000 41 11 11 (Out of Hours: 03000 41 91 91).

## 4. OUR "VISITING PROFESSIONAL" STATUS

The Company operates primarily as a visiting service within schools, nurseries, and colleges.

- **Adherence to Host Policy:** When visiting a setting, our staff will adhere to the host setting's Safeguarding and Child Protection Policy. We will ensure we are aware of the host's DSL and reporting procedures upon arrival.
- **Dual Responsibility:** However, we maintain our own independent duty of care. If we raise a concern with a host setting and feel it is not being acted upon appropriately, **we retain the right and legal obligation to refer the matter directly to Children's Social Services.**

## 5. RECOGNISING ABUSE & SPECIFIC RISKS

All Company staff are trained to recognise signs of abuse (Physical, Emotional, Sexual, and Neglect). In addition, we are vigilant regarding specific safeguarding issues, including:

**5.1 Radicalisation & Extremism (The Prevent Duty)** We acknowledge our duty under the *Counter-Terrorism and Security Act 2015* to prevent children from being drawn into terrorism.

- Staff will be alert to signs of radicalisation, such as the use of extremist terminology, behavioural changes, or the expression of views that are contrary to fundamental British values (democracy, rule of law, individual liberty, and mutual respect/tolerance).
- Any concerns regarding radicalisation will be reported to the DSL and, where appropriate, to the host school's Prevent Lead or the Police/Channel programme.

**5.2 Peer-on-Peer Abuse** We recognise that children can abuse other children. We will not dismiss abusive behaviour as "just banter" or "part of growing up" and will report any such observations to the host school immediately.

## 6. REPORTING PROCEDURES

If a member of staff (Director or Associate) has a concern about a child, or if a child discloses information to them:

### Step 1: Receive

- Listen to the child. Do not interrupt.
- **Do not promise confidentiality.** Explain that you may have to tell someone to keep them safe.
- Do not ask leading questions.

## Step 2: Record

- Make a written record immediately (using the Company's *Safeguarding Incident Form* or the host school's system).
- Record the exact words used by the child (verbatim) and the time/date.

## Step 3: Report (The "Two-Step" Rule)

1. **IMMEDIATELY** report the concern to the **Host Setting's DSL** before leaving the site.
2. **ALSO** report the concern to **Jamie Evans (Company DSL)** for our own internal records and monitoring.

## Step 4: Escalate (if necessary)

- If the Company DSL believes the host setting has not taken appropriate action, or if the child remains at immediate risk, **The Company will make a direct referral to Kent Children's Social Services (The Front Door).**

## 7. ALLEGATIONS AGAINST STAFF (LADO)

If an allegation is made against a Director or Associate of Your Specialist Teacher Limited:

1. **Immediate Action:** The person concerned will be removed from client-facing duties immediately pending investigation.
2. **No Internal Investigation:** We will **not** investigate the matter ourselves, as this could prejudice a police or social care inquiry.
3. **LADO Referral:** Jamie Evans (or an independent nominee if the allegation is against Jamie) will contact the **Kent LADO** within **1 working day** to seek advice.
4. **Outcome:** We will follow the LADO's instructions regarding suspension, disciplinary action, or reinstatement.

## 8. SAFER RECRUITMENT & ASSOCIATES

To ensure the safety of children, The Company operates strict recruitment procedures for all Directors and Associates (e.g., Independent Contractors).

- **DBS Checks:** All staff/associates must hold an **Enhanced DBS Certificate** with a check of the Children's Barred List.
- **Update Service:** It is a contractual requirement that Associates subscribe to the DBS Update Service to allow for real-time status checks.
- **Single Central Record (SCR):** The Company maintains its own SCR recording the DBS number, issue date, and identity checks for all staff/associates.

## 9. PROFESSIONAL CONDUCT

All staff are expected to maintain the highest standards of professional behaviour, as outlined in our separate **Professional Code of Conduct**. This includes strict rules on:

- Not exchanging personal contact details with pupils.
- Not contacting pupils via social media.
- Ensuring 1:1 work is conducted in an open/visible area (or with the door open) where possible.

## 10. REVIEW

This policy will be reviewed annually or sooner if government guidance (KCSIE) changes.

## CONTACT

### Your Specialist Teacher Limited

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