



SAFEGUARDING POLICY

(Fersiwn Cymraeg i ddilyn yn fuan)

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1. YSGOL SADWRN AIMS

Ysgol Sadwrn offers a unique approach to teaching Welsh on-line with the aim of making Welsh accessible to children of all ages from anywhere in the world. Our children and young people are aged between 3 yrs and 14 yrs old. The school's objective is to teach and support its children to speak, read and write in Welsh and to develop a sense of understanding and belonging to Wales's rich culture. The school's teachers are qualified and experienced, and lessons are engaging, creative and welcoming. The school offers a safe and secure environment where children can learn and develop. Ysgol Sadwrn recognises that all learners are entitled to learn in a safe and secure environment, to that end, we are committed to providing an online environment where safeguarding is central to achieve the following: protect children from maltreatment, prevent impairment of children's mental and physical health and/or development, ensure children are growing up in circumstances consistent with the provision of safe and effective care and to undertake a safeguarding and child protection role so as to enable children to have optimum life chances, so they can enter adulthood successfully.

2. NON-ACCREDITATION

Estyn currently has no accreditation procedures for online schools. The school follows The Department of Education's good practice guidelines:

<https://www.gov.uk/government/publications/accreditation-for-online-education-providers/accreditation-for-online-education-providers>.

3. DESIGNATED SAFEGUARDING OFFICER (DSO)

Sioned Rees-Jones, the school's Headteacher is the Designated Safeguarding Officer:
sioned.rees-jones@ysgolsadwrn.cymru (07891 975 261).

4. SAFEGUARDING RESPONSIBILITY

Safeguarding underpins all that is achieved through Ysgol Sadwrn and is everyone's responsibility. Children's welfare and safety, either based in the UK or offshore, is at the heart of the school's ethos and in everything that it undertakes. In the interests of the child, the school has a duty to refer cases to the local authority or local police. In this policy, a 'child' mean all children and young people below 18 years of age.

All teachers ensure that their approach and actions are child centred. This means that they'll consider, always, what is in the best interests of the child. Because of the regular online contact with children, teachers are well placed to observe signs of harm, abuse, neglect, child on child sexual violence and sexual harassment, victimisation and/or exploitation. As such, all staff in online contact with children and young people are advised to take any disclosures seriously and to be prepared to accept the unacceptable and to accurately record and pass on the details to the DSO.

Whilst many children may reside outside the UK and all teaching is online, this policy is based on UK legislation and will be used as a guide to appropriate actions to maintain child protection and safeguarding standards regardless of the global location and online nature of teaching and learning.

The Headteacher of Ysgol Sadwrn is responsible for ensuring that this policy is effective on a day-to-day basis and will review at least annually, the systems that are in place in relation to supporting the children and young people in our care as they grow and mature whilst attending Ysgol Sadwrn. We are committed to providing a caring, positive, safe and stimulating environment that complements the educational provision the children in our care. Our ethos reflects the articles laid out in the United Nations Convention on the Rights of the Child.

5. CODE OF PRACTICE

The Code of Practice for all teachers and staff as explained and agreed in this document, *Ysgol Sadwrn Terms for Teachers and Child Protection & Safeguarding Policy for Education Candidates New Directions Education Ltd. Education Ltd. (September 2022)*. They recognise that sharing information, particularly with safeguarding partner agencies and other professionals, in a timely manner is crucial in identifying and tackling all forms of abuse and neglect. Fears about sharing information must not be allowed to stand in the way of the need to promote the welfare, and protect the safety, of children. The Data Protection Act (DPA) 2018, the UKGDPR Jan 2021 and the EUGDPR (Where applicable to EU children) do not prevent, or limit, the sharing of information for the purposes of keeping children safe.

It recognises that, to facilitate the sharing of 'special category personal data,' the UKGDPR contains 'safeguarding of children and individuals at risk' as a processing condition that allows practitioners to share information without consent if it is not possible to gain consent, it cannot be reasonably expected that a practitioner gains consent, or if to gain consent would place a child at risk.

It will identify children who may benefit from the Early Help (UK) process and make timely disclosures to the Local Safeguarding Partners (UK) to enable that process to begin. Working with safeguarding partners and other professionals to assist with these assessments and work flowing from these assessments.

It recognises that mental health issues can be an indicator of abuse and neglect and will share any such concerns appropriately. It will identify children who may be suffering from significant harm and make child protection referrals. Contextual safeguarding, where wider environmental factors are present in a child's life that present a threat to their safety and/or welfare. For this reason, it is very important that teachers recognise the nature of the safeguarding concern as they are not necessarily 'in situ' but may well be more aware of the home environment.

6. LEGISLATION AND GUIDANCE

This policy for Ysgol Sadwrn is derived from a variety of UK legislative provisions (whilst recognising that many of our children may reside outside the UK) and statutory guidance. It is based on good practice found in: Keeping Children Safe in Education (2022). Working Together to Safeguard Children (2018). The Children Act 1989 (and 2004 amendment), which gives a broad framework for the care and protection of children and includes provisions for Local Authority inquiries, care proceedings, and emergency provisions. Female Genital Mutilation Act 2003 S 5B(11), as inserted by section 74 of the Serious Crime Act 2015, places a statutory duty on schools to report to the police where they discover/find that female genital mutilation (FGM) appears to have been carried out on a girl under 18. The Rehabilitation of Offenders Act 1974 outlines provisions for when people with criminal convictions can work with children. 'Regulated activity' in relation to children is found in Schedule 4 of the Safeguarding Vulnerable Groups Act 2006. Schools' "PREVENT" duties under the Counter-Terrorism and Security Act 2015. The Education Act 2002 (section 175/157), The Education (child information) (England) Regulations 2005, Prevent Duty Guidance for England and Wales – September 2015, The Sexual Offences Act, 2003, Home Office, Teaching on-line safety in schools, DfE, 2019.

7. IMPLEMENTATION OF POLICY

Ysgol Sadwrn works in collaboration with New Directions Education Ltd. to assure the child protection and safeguarding of our children. We ensure relevant guidance; effective and ongoing training and development for all teachers and support staff within this policy and through safeguarding training provided. The school actively maintains an online environment where all children feel secure, are encouraged to communicate, and are listened to. Making sure that all children know, while using the school's face to face video platform, that the adults teaching them are approachable if they want to share any worries is fundamental to our offer. Through New Directions

Education Ltd. teachers attend annual online safeguarding training delivered by New Directions Education Ltd. Ysgol Sadwrn commits to swiftly and effectively addressing any concerns and ensuring robust, timely referrals are made to other agencies. Ensuring effective links with relevant agencies in all matters regarding safeguarding and child protection. Reviewing and supporting children who are subject to child protection plans and contributing to the implementation of the plan. Keeping meticulous, written records of concerns about children, even where there is no need to refer the matter immediately (this includes recording dates, times, people responsible, and actions), and ensuring all records are kept securely and shared appropriately. Ensuring the suitability of all teachers through safe recruitment practice and maintaining an accurate and up to date Single Central Register (SCR). Making sure that all teachers understand their responsibilities with regards to safeguarding and child protection in an online context. Ensuring that parents and carers also understand the responsibility placed on the school and its staff for safeguarding and child protection. Maintaining awareness of those children who are persistently absent or missing from school, notifying the local authority (UK) in line with 'Children Missing in Education' protocols (UK). Maintaining clear procedure in line with the latest guidance for reporting allegations against staff members.

8. PROCEDURES AND PROTOCOLS

a. Response to incident

Ysgol Sadwrn will follow the necessary child protection procedures if an incident occurs. Where a child is in immediate danger or at risk of harm, a referral should be made to children's social care and/or the police immediately (this will be in the country of domicile in the case of a child who is being taught overseas. A list of contact details will be kept up to date and accessible. Anyone can make a referral. Teachers should not assume that somebody else will take action/share information that might be critical in keeping children safe. Where referrals are not made by the DOS, DSO should be informed, as soon as possible, that a referral has been made. The reporting of concerns relating to Female Genital Mutilation (FGM) is mandatory in the UK and should be regarded as same elsewhere in the world. The DSO will always be available to discuss safeguarding concerns. When a teacher at Ysgol Sadwrn suspects that any child may have been subject to abuse, or a child has suggested that abuse has taken place either to themselves or another child, the allegation must be reported immediately to the DSO.

The DSO will ensure the allegation is acted on within the school day. The DSO will carry out a risk assessment of the issue and determine the escalation and timescales for dealing with the allegation. It is best practice to ensure that all teachers who are involved in the allegation are informed of the outcome, so there is closure or continual vigilance as necessary.

All allegations of abuse made against a teacher or guest visitor in relation to a child must be brought to the attention of the DSO (Headteacher) immediately. Any allegations against a teacher will also be reported to New Directions Education Ltd. and an appropriate course of action will be agreed. In some cases, allegations may be so serious that they will require immediate intervention by the police and/or children's social care services. Behaviour considered to have harmed a child, or may have harmed a child, when they possibly committed a criminal offence against or related to a child, that they have behaved towards a child or children in a way that indicates they may pose a risk of harm to children, they've behaved towards a child or children in a way that indicates that they're unsuitable to work with children.

Where the Headteacher considers that a referral may be warranted under Child Protection Procedures and an allegation appears to meet the criteria, the Headteacher will inform the Local Authority's Designated Officer (UK) or the local police in the case of a child residing overseas where local procedures will be followed. An incident form will be completed, all information must be a true representation of what is disclosed by the child without any inference. Teachers will not promise to

keep any information 'secret' and need to inform the child that they need to share the facts. Teachers must follow all the UK recommended procedures relative to the range of abuse. The school recognises that it is vital that all members of staff Ysgol Sadwrn act swiftly. Overseas- in this case contact the British Embassy / Consulate Division and / or a reputable international school in the area in the relevant country for the relevant safeguarding contact details. Where a teacher is based outside the UK and safeguarding and / or child protection issues are identified in their practice the same contacts should be referenced as well as the teaching council /authority based in their country of domicile.

b. Confidentiality and Record Keeping

Teachers at Ysgol Sadwrn have a professional responsibility to share relevant information about the protection of children with the DSO and external investigating agencies where appropriate under the guidance of the DSO. If a child confides in a teacher during a live video call lesson and requests that the information is kept secret, it is important that the teacher tells the child sensitively that he/she has a responsibility under Ysgol Sadwrn's Safeguarding Policy and will refer the matter to Ysgol Sadwrn's DSO. Accurate, signed, and dated written notes must be kept of all incidents, child protection records will be retained securely as electronic files. Information from child protection files will only be shared with relevant staff when it is necessary to do so and in a manner that is consistent with data protection law.

c. Online Safety

Ysgol Sadwrn's Home / School Contract provides an explicit framework for delivery of its on-line lessons with clear protocols and sanctions. Teachers and guest visitors sign the contract and the Headteacher monitors the adherence of the contract. Ysgol Sadwrn is committed to safeguarding children from potentially harmful and inappropriate online material while attending Ysgol Sadwrn lessons. As such, the school asks that parents and carers ensure appropriate filters are on the pupils' devices and that an adult has an unobtrusive presence in the same room as the pupil when they receive the lesson. Ysgol Sadwrn teaching staff are advised that they must check online teaching materials prior to sharing with children to make sure that content is suitable for sharing.

d. Guest Visitors

As an online school, we value the contribution of guest visitors. Guest visitors will be expected to understand that, where appropriate, their session should actively promote values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs and at no point undermine these. In some cases, the school may request a copy of the guest visitor's presentation and/or video in advance of the session being provided. Guest visitors, whilst on the school teaching platform, will be supervised by the Headteacher. On attending the school, guest visitors will be required to show an original current identification document that includes a photograph, such as a passport or photo card driving licence, copies of which will be maintained by Ysgol Sadwrn. The school shall also keep a formal register of guest visitors.

e. Child On Child abuse

Children can abuse other children. Whilst this is most likely to include online abuse, it is important to remember that some of our children may know each other outside the school and may live close by. Instances of child-on-child abuse may include: bullying /cyberbullying, physical abuse, remarks and online sexual harassment/sexting/creating imagery which may be standalone or part of a broader pattern of abuse. Ysgol Sadwrn teachers will not view, download, or share imagery, or ask a child to share or download. If teachers have already viewed imagery by accident, it must be reported to the DSO. Teachers will not delete imagery or ask the child to delete it or ask the child(ren) who are

involved in the incident to disclose information regarding the imagery (this is the DSO's responsibility). Teachers will not share information about the incident with other members of staff, the child(ren) it involves, or their, or other, parents and/or carers or say or do anything to blame or shame any young people involved.

f. Children Missing from Education

Children who go missing from education, particularly repeatedly, can act as a vital warning sign of a range of safeguarding possibilities. This may include abuse and neglect, which may include sexual abuse or exploitation, and can also be a sign of child criminal exploitation including involvement in county lines. It may also indicate mental health problems, risk of substance abuse, risk of travelling to conflict zones, risk of female genital mutilation, or risk of forced marriage. Early intervention is necessary to identify the existence of any underlying safeguarding risks and to prevent the risks of a child going missing in future.

All children, regardless of their circumstances or background, are entitled to education that is suitable to their age, ability, aptitude, and any special educational needs and disabilities. Ysgol Sadwrn does not provide full-time education, but rather provides an extracurricular offer. An online provision by its very nature can move geographical location with the child, as a result, regardless of location, the child will be able to join the lessons successfully. Ysgol Sadwrn operates a strong attendance tracking system that is overseen by the Headteacher. Where children have enrolled on a unit of six lessons are absent from a lesson, and if parents/carers have not provided previous notification of absence, teachers report back to the Headteacher within 10 minutes of the start of that lesson and parents/carers are contacted using Ysgol Sadwrn's phone using WhatsApp to verify that child will not be in attendance for that lesson.

Although the school will provide lesson resources to the absent child, the school will not provide recording of the lesson. Recordings are made for safeguarding purposes and quality assurance. Child absence is entered into the data management software Admissions+ from AppliCAA. ISO27001 Certification: Certificate Number 226746. Information relating to AppliCAA's Data Security can be found on their website.

g. Domestic Abuse

As an online school, it is recognised that children are seen in their domestic environment, it is critical that teachers are aware of the potential for abuse to occur in the home. Domestic violence and abuse refer to any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are members of the household. All children can witness and be adversely affected by domestic abuse in the context of their home life where domestic abuse occurs between family members. Exposure to domestic abuse and/or violence can have a serious, long lasting emotional and psychological impact on children. [Operation Encompass \(UK\)](#) is a charitable organisation set up in 2011, which enables effective interventions to children who've experienced domestic abuse. Ysgol Sadwrn will do the utmost to link children with support networks in their local country should they be based overseas.

h. Looked after children and children with a social worker

Where Looked After Children attend Ysgol Sadwrn, teachers will be informed of their circumstances to ensure that teaching and delivery of the curriculum is sensitive to their needs. Information will be gathered whether children are looked after under voluntary arrangements with consent of parents or on an interim or full care order and contact arrangements with birth parents or those with parental responsibility. It's recognised that children with social workers can need extra support. A child's experiences of adversity and trauma can leave them vulnerable to further harm as well as potentially creating barriers to learning, behaviour and mental health.

i. Prevent Duty

Ysgol Sadwrn follows the statutory guidance on the school's responsibility to fulfil its Prevent Duty. There have been occasions, both locally and nationally, in which extremist groups have attempted to radicalise vulnerable children to hold extreme views including those justifying political, religious, sexist, or racist violence, or to steer them into a rigid and narrow ideology that is intolerant of diversity and leaves them vulnerable to future radicalisation. The Prevent Strategy aims to stop people from becoming terrorists or supporting terrorism. It is rare for children to become involved in terrorist activity. However, some children from an early age can be exposed to terrorist and extremist influences or prejudiced views. Consequently, the school takes the view that early intervention is always preferable and includes this in its procedures as it does for all safeguarding concerns. The values underpinned by the school are: inclusion, tolerance, freedom of speech, and the expression of beliefs and ideology.

j. Whistleblowing

Where a staff member at Ysgol Sadwrn feels unable to raise an issue or feels that their genuine concerns are not being addressed, other whistleblowing channels may be open to them. General guidance on whistleblowing can be found via: <https://www.gov.uk/whistleblowing>. The NSPCC's "what you can do to report abuse" dedicated helpline is available as an alternative route for staff who do not feel able to raise concerns regarding child protection failures internally or have concerns about the way a concern is being handled by their school.

9. STAFF TRAINING

Ysgol Sadwrn through New Directions Education Ltd. ensures all staff complete safeguarding and child protection training as part of their induction. Given the specialised nature of teaching online, attention will be drawn to the ways that staff need to be aware of issues that may occur. The school also has a commitment to updating training for all staff each year. Ysgol Sadwrn seeks opportunities to maintain update knowledge regarding safeguarding and child protection when teaching online.

10. RELATED POLICIES

Safeguarding covers more than the contribution made to child protection in relation to individual young people. It also encompasses other issues and applied alongside the school policies and procedures namely:

The Single Central Record of Identity, qualification, and vetting checks for all staff, that the staff recruitment and selection processes is in line with the Children's Workforce Development Council procedures. New Directions Education Ltd.'s policies on dealing with allegations against their employees, contract for guest visitors.

11. POLICY MONITORING AND REVIEW

The DSO at Ysgol Sadwrn will monitor the working of this policy and review on an annual basis.