

THE CLASSROOM CONSULTANTS

LONDON

SAFEGUARDING POLICY

Company Name:	The Classroom Consultants Ltd ('the Company')
Document:	Safeguarding Policy
Date:	15.07.26
Version:	Version No 2

The Classroom Consultants abides by the duty of care to safeguard and promote the welfare of children and is committed to safeguarding practice that reflects statutory responsibilities, government guidance and complies with best practice requirements.

The Classroom Consultants is a recruitment agency for educators and educational settings including nurseries, schools, sixth forms and SEND settings. This includes permanent and temporary members of staff, of varying qualifications and skill sets.

The purpose of this policy statement is:

- To protect children and young people who receive The Classroom Consultant's services from harm. This includes the children of adults who use our services
- 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 The Classroom Consultants, including senior managers and the board of trustees, paid staff, volunteers, sessional workers, agency staff and students.

DEFINITIONS

The Children Act 1989 definition of a child is: anyone who has not yet reached their 18th birthday, even if they are living independently, are a member of the armed forces or is in hospital.

Child Abuse: Children may be vulnerable to neglect and abuse within their family or harm outside of the family. There are 4 main categories of abuse, which are: sexual, physical, emotional abuse and neglect. It is important to be aware of more specific types of abuse that fall within these categories, they are:

- Bullying and cyberbullying
- Child sexual exploitation
- Child criminal exploitation
- Child trafficking
- Domestic abuse
- Emotional abuse
- Female genital mutilation
- Grooming
- Neglect
- Non-recent abuse
- Online abuse
- Physical abuse
- Sexual abuse

Safeguarding children: Safeguarding children is defined in *Working Together to Safeguard Children 2023* as:

- Providing help and support to meet the needs of children as soon as problems emerge
- Protecting children maltreatment, whether that is within or outside the home, including online
- Preventing impairment of children's mental and physical health or development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Promoting the upbringing of children with their birth parents, or otherwise their family network through a kinship care arrangement, whenever possible and where this is in the best interests of the children; and
- Taking action to enable all children to have the best outcomes in line with the outcomes set out in the Children's Social Care National Framework.

Prevent Duty:



Some organisations in England, Scotland and Wales have a duty, as a specified authority under section 26 of the Counterterrorism and Security Act 2015, to identify vulnerable children and young people and prevent them from being drawn into terrorism. This is known as the Prevent duty. These organisations include:

- Schools
- Registered childcare providers
- Local authorities
- Police
- Prisons and probation services
- NHS trusts and foundations
- Other organisation may also have Prevent duties if they perform delegated local authority functions.

Children can be exposed to different views and receive information from various sources. Some of these views may be considered radical or extreme.

Training & Awareness:

The Classroom Consultants will ensure an appropriate level of safeguarding training is available to its trustees, employees, volunteers and any relevant persons linked to the organisation who requires it (e.g. agency workers).

For all employees who are working or volunteering with children, this requires them as a minimum to have awareness training that enables them to:

- Understand what safeguarding is and their role in safeguarding children
- Understand the difference between safeguarding children and child protection
- How to spot the signs of abuse and neglect
- How to respond to the indicators of abuse and neglect and keep children safe
- Understand dignity and respect when working with children
- Have knowledge of the 'Safeguarding Children Policy'

The Classroom Consultants requires all candidates to have completed safeguarding training (within the last two years) and will not clear any candidate for work without proof of this. As such, we have partnered with *Creative Education* and *Generate FS* to offer all candidates who have not got safeguarding training or need to have their training refreshed/updated with a safeguarding course. The cost of this course will be covered by The Classroom Consultants.

Confidentiality & Information Sharing:

The Classroom Consultants expects all employees, volunteers and trustees to maintain confidentiality. Information will only be shared in line with the General Data Protection Regulations (GDPR) and Data Protection.

However, information should be shared with the Local Authority if a child is deemed to be at risk of significant harm or contact the police if they are in immediate danger, or a crime has been committed. For further guidance on information sharing and safeguarding see our 'Privacy Notice' and 'Data Protection Policy'.

Recording & Record Keeping:

A written record must be kept about any safeguarding concerns. This must include details of the person involved, the nature of the concern and the actions taken, decision made and why they were made.

All records must be signed and dated. All records must be securely and confidentially stored in line with General Data Protection Regulations (GDPR).

Safe Recruitment & Selection:

There is a duty under Section 11 of the *Children's Act 2004* for The Classroom Consultants to be committed to safe employment and safe recruitment practices, that reduce the risk of harm to children from people unsuitable to work with them or have contact with them. The Classroom Consultants has policies and procedures that cover the recruitment of all trustees, employees and volunteers.

Social Media:

All employees and volunteers should be aware of The Classroom Consultant's 'Social Media Policy' and procedures and the information re: social media contained in the 'Code of Conduct'.



Use of Mobile Phones & Other Digital Technology:

All employees, trustees and volunteers should be aware of The Classroom Consultant's Code of Conduct regarding the use of mobile phones and any digital technology and understand that it is unlawful to share images and content on any platform (digital or other) without the explicit consent of the Headteacher of the school and the legal guardian(s) of any students involved.

Escalation:

Professionals providing services to children and their families should work co-operatively across all agencies, using their confidence, skills and experience to make a robust contribution to safeguarding children and promoting the welfare within the framework of discussions, meetings, conferences and case management.

On occasions situations may arise where there is professional disagreement in relation to safeguarding a child. Resolution is an integral part of professional joint working to safeguard children and this policy seeks to identify how such resolution can be achieved where there are professional differences of opinion.

All professionals have a responsibility to work together and to help to prevent disagreements from escalating where possible. This policy identifies a non-exhaustive list of potential areas of disagreement, guidance and resolving disputes and procedures to be followed when disputes cannot be resolved through discussion and negotiation between professionals at front line level.

Whistleblowing:

It is important that people within The Classroom Consultants have the confidence and support to come forward and speak or act if they have concerns that have not been addressed by the escalation policy. Additional knowledge, advice and guidance must always be sought from designated safeguarding leads.

Whistleblowing occurs when a person raises concerns about dangerous or illegal activity, or any wrongdoing within their organisation. This includes concerns about another employee or volunteer. There is also a requirement by The Classroom Consultants to protect whistleblowers. A copy of our 'Whistleblowing Policy' is available upon request.

Legal framework

This policy has been drawn up based on legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from [nspcc.org.uk/child protection](https://nspcc.org.uk/child-protection).

Supporting documents

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

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 to keep children who are additionally vulnerable safe from abuse.

Find out more about:

- Safeguarding children who come from Black, Asian and minoritised ethnic communities <https://learning.nspcc.org.uk/safeguarding-child-protection/children-from-black-asian-minoritised-ethnic-communities>
- Safeguarding d/Deaf and disabled children and young people <https://learning.nspcc.org.uk/safeguarding-child-protection/deaf-and-disabled-children>



- Safeguarding LGBTQ+ children and young people <https://learning.nspcc.org.uk/safeguarding-child-protection/lgbtq-children-young-people>
- Safeguarding children with special educational needs and disabilities (SEND) <https://learning.nspcc.org.uk/safeguarding-child-protection-schools/safeguarding-children-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, a deputy and a lead trustee/board member for safeguarding
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: ico.org.uk/for-organisations]
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions
- Making sure that children, young people and their families know where to go for help if they have a concern
- 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 and volunteers 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 and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

CONTACT DETAILS

Nominated child protection lead

Name: Sandy Sohal

Phone: 020 3794 0621

Email: sandy@theclassroomconsultants.co.uk

Deputy child protection lead(s)

Name: Sindy Sohal

Phone: 020 3794 0621

Email: sindy@theclassroomconsultants.co.uk

Trustee/Senior lead for safeguarding and child protection

Name: Sandy Sohal

Phone: 020 3794 0621

Email: sandy@theclassroomconsultants.co.uk

NSPCC Helpline

0808 800 5000

Police:

- If you think a child is in immediate danger, call 999
- Non-emergency – 101

We are committed to reviewing our policy and good practice annually. This policy was last reviewed on: 15/07/2026

Signed: *S. Sohal*

Role: Safeguarding lead

Date Signed: 15/07/2026

To be reviewed by: 30th August 2027

