



## **Safeguarding Policy (2025–26)**

**Phoenix Primary School** is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff, volunteers, governors, and visitors to share this commitment. Safeguarding is everyone's responsibility, and all actions taken must be in the best interests of the child. Please see the Child Protection policy for further information.

### **1. Policy Statement & Principles**

The welfare of the child is paramount. This policy is underpinned by the following principles:

- Safeguarding is everyone's responsibility.
- All children have the right to equal protection from harm.
- Children's welfare will be promoted in partnership with parents/carers and other agencies.
- The school will maintain a culture of vigilance where safeguarding is embedded in all areas of school life.

### **2. Key Roles and Responsibilities**

**Designated Safeguarding Lead (DSL):** Headteacher

**Deputy Designated Safeguarding Lead (DDSL):** Deputy Headteacher

**SENCO:** Special Educational Needs Coordinator

**EYFS Lead:** Early Years Foundation Stage Lead

**Home Link Officer:** Home Link Officer

**Safeguarding Governor:** Chair of Governors

The DSL has overall responsibility for safeguarding within the school and is the point of contact for all concerns.

The DSL and deputies ensure that all safeguarding actions, referrals, and training are effectively coordinated and recorded.

### **3. Legal and Statutory Framework**

This policy is based on the following statutory and national guidance:

- [Keeping Children Safe in Education \(KCSIE 2025\)](#)
- Working Together to Safeguard Children (2024)
- Children Missing Education (2016)
- What to Do If You're Worried a Child Is Being Abused (2015)
- Liverpool Safeguarding Children Partnership Procedures

### **4. Recognising Abuse and Neglect**

Staff are trained to identify signs of physical, emotional, and sexual abuse, as well as neglect, exploitation, radicalisation,



and contextual harm. Staff must maintain professional curiosity and report all concerns immediately to the DSL or deputy.

## **5. Early Help**

Phoenix is committed to providing early help and support to families to prevent escalation of concerns. Staff should discuss emerging issues with the DSL, who may initiate Early Help assessments and liaise with other agencies. We also encourage families to work closely with our Home School Link Officer who provide initial support and guidance where possible.

## **6. Reporting Concerns**

All staff, volunteers, and governors must report safeguarding concerns immediately to the DSL or Deputy DSL. Where a child is in immediate danger or at risk of harm, any staff member may make a direct referral to Children's Services or the Police.

### **Unexplained Absences and Home Visits**

If a pupil is absent from school for more than one day without prior notice or explanation, Phoenix Primary School will take reasonable steps to establish the child's welfare and safety. This may include telephone calls, emails, text messages, and, where appropriate, a **home visit** or welfare check. All visits are risk-assessed and conducted by two members of staff where possible. If there are concerns for a child's safety, a referral will be made to Children's Services or the Police. This procedure is in line with the **Education Act 2002 (Section 175)**, **KCSIE (2025)**, and **Children Missing Education (2016)**.

## **7. Allegations Against Staff or Volunteers**

All allegations or concerns regarding staff or volunteers must be reported to the Headteacher (DSL).

If the allegation concerns the Headteacher, it must be reported to the Chair of Governors. The Local Authority Designated Officer (LADO) will be informed within 24 hours. Procedures will be followed in accordance with KCSIE (2025) and local authority guidance.

## **8. Safer Recruitment**

Phoenix ensures that all appointments are subject to safer recruitment processes, including enhanced DBS checks, identity verification, and professional reference checks. A **Single Central Record (SCR)** is maintained and reviewed regularly by the DSL and Safeguarding Governor.

## **9. Training and Induction**

All staff receive safeguarding and child protection training during induction and regular updates throughout the year. The DSL and deputies receive advanced training updated every two years. Governors and volunteers are also trained to understand their safeguarding responsibilities.



## **10. Record Keeping and Information Sharing**

All safeguarding concerns, discussions, decisions, and actions are recorded and stored securely using **CPOMS**. Records are transferred securely when a pupil moves school. Information sharing follows **GDPR (2018)** and KCSIE guidance, and fears about sharing information will never stand in the way of safeguarding a child.

## **11. Child-on-Child Abuse**

Phoenix recognises that children can harm other children. Allegations of peer-on-peer abuse are taken seriously, investigated thoroughly, and managed under the safeguarding framework. Victims and perpetrators are supported as appropriate.

## **12. Online Safety**

Online safety is integral to our safeguarding approach. Filtering and monitoring systems are in place.

Children are taught how to stay safe online as part of the computing and PSHE curriculum. Concerns about online behaviour are managed in the same way as other safeguarding issues.

## **13. Monitoring and Review**

The Safeguarding & Child Protection Policy is reviewed annually by the DSL and approved by the Governing Body.

The Safeguarding Governor monitors implementation through termly meetings and safeguarding audits.

Safeguarding is a standing item on all SLT and governing body agendas.

## **14. Appendices and Supporting Links**

This policy should be read alongside the following supporting documents:

- Behaviour Policy
- Child Protection Policy
- Online Safety Policy
- Attendance Policy
- Staff Code of Conduct
- Whistleblowing Policy
- Anti-Bullying Policy
- Safer Recruitment Policy



### **Live Links to Statutory Guidance:**

- [Keeping Children Safe in Education \(2025\)](#)
- Working Together to Safeguard Children (2024)
- Liverpool Safeguarding Children Partnership

### **15. Approval and Review**

**Approved by:** Governing Body of Phoenix Primary School

**Date of approval:** July 2026

**Date of next review:** September 2026