



The
LEIGH
Institute

The Leigh Institute
Safeguarding policy
2025/6

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Key contacts

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The Leigh Institute

The Leigh Institute draws together four founding organisations, Kent & Medway Training, Thames Gateway Teaching School Hub, Kent & Medway Maths Hub, and ConnectED Hub Apprenticeships, in order to offer partner schools a comprehensive professional development offer.

The Leigh Institute Safeguarding policy

The Leigh Institute is a part of Leigh Academies Trust (LAT). The Trust's mission is to deliver "education for a better world" by ensuring that young people have an excellent start in life, regardless of their background or ability. At the centre of our mission is our commitment to safeguarding. Our vision is for all children, young people and adults to feel safe, and for anyone who works or trains within our organisation to share this responsibility.

We promote a culture of vigilance amongst our staff and an acceptance that "it can and does happen here". We work tirelessly to give anyone working within our Trust the knowledge and skills to identify, assess and support children that are, or are likely, to suffer any harm. We maintain a view that the individual needs and best interests of the child are paramount.

This policy is implemented in accordance with our compliance with the statutory guidance from the Department for Education, 'Keeping Children Safe in Education' 2024 which requires individual schools and colleges to have an effective child protection policy.

This policy has been developed in accordance with the principles established by the Children Acts 1989 and 2004 and related guidance. This includes but is not limited to:

- o [Keeping Children Safe in Education 2025](#) (KCSIE)
- o [Working Together to Safeguard Children](#) 2023 (WTSC)
- o [Ofsted: Education Inspection Framework](#)
- o [Framework for the Assessment of Children in Need and their Families](#) 2011

The aims of this policy

That:

- all reasonable steps are taken to make sure learners and staff are, and feel safe
- learners and staff have up to date knowledge of potential sources of harm and how to take steps to keep themselves their families and their communities safe
- learners and staff recognise the signs of abuse, including radicalisation
- staff know how to respond to safeguarding concerns and disclosures with confidence
- learners and staff know how to report concerns within The Leigh Institute and to external agencies
- learners and staff know how to find out more and get help
- we meet our legal and statutory obligations

Overview

This document sets out The Leigh Institute's Safeguarding Policy. Each organisation within The Leigh Institute also has its own specific safeguarding policy or statement suitable for individual context.

Children and young people should never experience abuse of any kind and 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.

Safeguarding and Child Protection is defined as:

Safeguarding - This is the action that is taken to promote the welfare of children and protect them from harm. This means:

- protecting children from abuse and maltreatment
- preventing harm to children's health or development
- ensuring children grow up with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

Child protection – This is part of the safeguarding process. It focuses on protecting individual children identified as suffering or likely to suffer significant harm. This includes child protection procedures which detail how to respond to concerns about a child.

TLI's responsibility is to promote the welfare of all children and young people across all schools in our partnership, to keep them safe and to practise in a way that protects them. TLI also has a responsibility to ensure our staff and adult learners have been through appropriate checks and understand their role in safeguarding.

Although safeguarding is the responsibility of everyone working with our pupils, LAT has a Trust Safeguarding Advisor and TLI has a Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Lead. The Safeguarding Advisor has strategic responsibility for safeguarding arrangements across the Trust and the DSLs has responsibility for safeguarding for TLI. The Safeguarding Advisor carries out safeguarding monitoring visits three times a year.

Although TLI has this Safeguarding Policy, each school where an adult learner is placed will have its own Safeguarding and Child Protection policy that will reflect Local Safeguarding Children Partnerships (LSCP) arrangements as well as the following legislation and statutory guidance:

- Education Act 2002
- Education Regulations 2014
- Human Rights Act 1998
- Equality Act 2010
- Data Protection Act 2018
- Keeping Children Safe in Education (KCSIE) 2025
- Working Together to Safeguard to Children
- What to do if you are Worried a Child is Being Abused -Advice for Practitioners
- Prevent Duty 2015, updated December 2023

The approach will always be child-centred, considered, sensitive and in accordance with an agreed set of shared principles.

Culture

Everyone works with 'professional curiosity' and an attitude that 'it could happen here'. At TLI we are committed to safeguarding and have robust procedures to ensure our staff and adult learners have been through rigorous checks before they commence employment, or commence their programmes of study within our individual organisations. These checks follow statutory guidance from the Department for Education, 'Keeping Children Safe in Education' 2025. TLI staff keep up to date with the latest Keeping Children Safe in Education Guidance and training, and ensure that all adult learners have been subject to appropriate pre-selection tasks.

TLI Staff know that safeguarding is everyone's responsibility. All TLI staff have safeguarding training that is updated annually in light of changes in legislation. All staff members are Prevent trained. All staff who are involved in the interview process to recruit adult learners on to programmes complete Safer Recruitment training. All records of staff training are stored centrally within the LAT Thrive system. Our commitment to safeguarding is on our website and clear in recruitment documentation.

TLI leaders will:

- Ensure Safer Recruitment procedures are completed, including evidence that appropriate checks have been completed as per KCSIE 2025.
- Relay to the Trust Safeguarding Advisor any weaknesses or deficiencies that are brought to their attention without delay
- Complete appropriate safeguarding training every year to ensure that they have the knowledge and confidence to manage Safeguarding concerns effectively. Evidence of this training is logged on the LAT Thrive learning platform.
- Understand the mechanisms in place to identify and manage Whistleblowing and allegations against staff including low-level concerns. This includes understanding how to contact the LADO and DBS when warranted.

The role of leaders is to:

- Champion child protection and Safeguarding including working with local Safeguarding Partners and making appropriate referrals to Children's Social Care/Police

- Provide Out of Hours provision such as directing those that require assistance to our Local Safeguarding Partners or outside agencies such as NSPCC/Childline and Mental Health/Wellbeing services
- Support adult learners to make good safeguarding decisions that are child-centred
- Identify and challenge any systems that are ineffective
- Support any additional learning that is needed or wanted and provide regular safeguarding updates
- Support staff and adult learners to manage their own well being when they have witnessed/reported events
- Have an understanding of the processes within schools that adult learners are being asked to follow
- Support adult learners in making sure that they understand the processes including other systems like fire drills/lockdown
- Support adult learners to develop their understanding about confidentiality but also that GDPR/Data protection does not stand in the way of Safeguarding

The role of the wider partnership.

There is an established common understanding across the partnership of convictions, offences, cautions and warnings that would/would not pose a barrier to joining an ITT or apprenticeship programme. This includes behaviour that may have happened outside of the school which might make an individual unsuitable to work with children. This is known as a transferable risk.

Leadership and Governance

There is a team of specialist staff including the LAT Safeguarding Advisor, the Director of TLI who is the Designated Safeguarding Lead (DSL) and the Deputy DSL (Deputy Director of TLI and Head of KMT). The DSL, and all members of the TLI staff, complete annual safeguarding training and keep up to date with the latest child protection updates and developments. The DSL attends the termly DSL safeguarding forum which is held each module (term). All members of the TLI Board have undertaken safeguarding and child protection training to ensure they have the knowledge and information needed to carry out their responsibilities.

Policies and Procedures

Leaders ensure that policies and procedures are compliant with both the law and Local Safeguarding Children Partnerships. All TLI staff have read, understood and agreed to follow safeguarding and child protection policy and procedures. The DSL knows how to escalate concerns

if they think there is an issue with an adult or (in the case of apprenticeships) child learner and has a good working knowledge of local safeguarding arrangements, multi-agency safeguarding and child protection procedures.

There is a LAT whistleblowing policy and procedures, which set out the steps to take if wrongdoing is reported. All TLI staff know how to raise concerns about wrongdoing and feel supported in doing so. TLI uses its powers to share, hold and use information to promote children's welfare, but with regard to relevant data protection principles.

Safeguarding and Child Protection of Child Learners

In some cases a learner may be enrolled onto an apprenticeship who is not 18 years of age. This policy is therefore used in conjunction with the [ConnectED Apprenticeships Safeguarding and Child Protection Policy](#).

Staff and Adult Learner Wellbeing

TLI has a culture of mutual respect and support. We proactively promote mental health and wellbeing and encourage staff and adult learners to talk to someone if there is ever anything worrying them. We recognise that some adult learners may experience further challenges which can have an impact on their welfare but have additional measures in place to support them. We have a proactive and accessible pastoral support system for all adult learners. Support is provided to adult learners as soon as a problem emerges. We monitor adult learners' attendance and have clear procedures that are followed when an adult learner's absence causes concern. All staff understand how to recognise and respond to concerns about an adult learner's mental health and know what to do if they are worried about an adult learner's safety. If staff feel that they need additional guidance when supporting an adult learner, they will contact the LAT People Team. All staff understand that vulnerable adult learners are themselves a risk and know to inform DSLs if they have concerns.

Equality, diversity and Inclusion

The Leigh Institute as part of The Leigh Academies Trust (LAT) is committed to diversity, inclusion and equality of opportunity in the workplace. We want each and every person working at or within the Trust to feel respected and able to give their best. Simply having a diverse workforce is not enough and we want to create an inclusive environment, where everyone can contribute and develop to their full potential.

We want to celebrate the fact that everyone is different yet valued and to make sure that every colleague is treated with dignity and respect. This will create an environment where colleagues are able to make best use of their skills, free from discrimination or harassment, and in which all decisions are based on merit.

Our approach to diversity and inclusion applies to everyone working at the Trust; and therefore applies to all colleagues, consultants, colleagues working on temporary contracts, agency staff and third parties who work on our behalf and/or in our academies. They will be treated by the Trust in accordance with this policy.