



Roots and Rise (M.A.D) ALP – Safeguarding Policy

1. Policy Statement

Roots and Rise (M.A.P) ALP is committed to safeguarding and promoting the welfare of all children, young people, and vulnerable adults.

We believe that:

- Everyone has the right to be protected from harm, abuse, and neglect.
- Safeguarding is everyone's responsibility.
- Concerns must be acted upon promptly and appropriately.

This policy applies to all staff, volunteers, visitors, and contractors.

2. Aims

- To create a safe and supportive environment for learners.
 - To ensure all staff are trained to recognise and respond to safeguarding concerns.
 - To maintain clear and consistent procedures for reporting concerns.
 - To work closely with local safeguarding partners, including social care and police.
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3. Roles and Responsibilities

Designated Safeguarding Lead (DSL):

- ➔ Name: Kerry Cassidy
- ➔ Role: Oversees safeguarding across the provision, handles all reports and referrals.

Deputy DSL:

- ➔ Name: Darren Foster
- ➔ Role: Acts in the absence of the DSL.

All Staff:

- ➔ Must report any concern immediately to the DSL or Deputy DSL.
 - ➔ Must never promise confidentiality to a child or young person.
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4. Recognising Abuse

Abuse can be:

- **Physical abuse** – hitting, shaking, etc.
- **Emotional abuse** – humiliation, threats, etc.
- **Sexual abuse** – inappropriate sexual behaviour or contact.
- **Neglect** – failure to meet basic physical or emotional needs.

Staff should also be alert to:

- Online abuse
 - Child sexual or criminal exploitation
 - Radicalisation
 - Bullying and peer-on-peer abuse
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5. Responding to a Concern

If a child discloses or you suspect abuse:

1. **Listen carefully** and reassure them.
2. **Do not promise confidentiality.**

3. **Record** what was said or observed, using the child's own words.
 4. **Report immediately** to the DSL or Deputy DSL.
 5. **Do not investigate** or question further.
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6. Record Keeping

- All safeguarding concerns must be recorded on the appropriate form.
 - Records must be factual, dated, signed, and securely stored.
 - Only the DSL and Deputy DSL should have access to safeguarding files.
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7. Confidentiality

Information will only be shared on a need-to-know basis and in line with GDPR and safeguarding legislation.

8. Allegations Against Staff

- Report any allegation or concern about staff conduct to the DSL.
 - If the concern is about the DSL, report to the Director/Responsible Person.
 - The Local Authority Designated Officer (LADO) will be consulted as appropriate.
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9. Training

- All staff will complete safeguarding training annually.
 - DSLs will undertake advanced training every two years.
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10. Review

This policy will be reviewed annually or following any major incident or change in legislation.

◆ Safeguarding Reporting Flowchart

