



St Dominic's
Sixth Form College

Safeguarding and Child Protection Policy

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Author	Assistant Principal
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St Dominic's is a Roman Catholic Sixth Form College committed to the personal and spiritual growth of all its members based on Christian values, academic excellence and high quality pastoral care.

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1. Key contacts for Safeguarding and Child Protection at St. Dominic's Sixth Form College

Designated Safeguarding Leads (DSL)

Craig McDonagh | Assistant Principal | Craig.McDonagh@stdoms.ac.uk | 0208 422 8084 ext. 119

Pavandeep Gill | Assistant Principal | Pavandeep.Gill@stdoms.ac.uk | 0208 422 8084 ext. 117

Designated Safeguarding Support (Level 3)

Nadia Ilahi | Director of Learning | Nadia.Ilahi@stdoms.ac.uk | 0208 422 8084 ext. 904

Melisa Tupou | Director of Learning | Melisa.Tupou@stdoms.ac.uk | 0208 422 8084 ext. 905

Student Services

Dani Matonti | Attendance Officer | studentservices@stdoms.ac.uk

Annette McGrath | Student Services Support/FSM/Bursary Lead | studentservices@stdoms.ac.uk

Vanessa Mahon | Student Services Assistant | studentservices@stdoms.ac.uk

Designated Looked after Children Lead

Pavandeep Gill | Assistant Principal | Pavandeep.Gill@stdoms.ac.uk | 0208 422 8084 ext. 117

Nominated Governor for Safeguarding

Sister Karen Marguerite d'Artois | Stdoms@stdoms.ac.uk

Chair of Governors

David Martin | Stdoms@stdoms.ac.uk

Harrow Local Authority Designated Officer (LADO)

Rosalind South | 07871 987254

Harrow Safeguarding Board (Golden number)

0208 901 2690

Others within the College structure with a safeguarding or child protection responsibility:

Andrew Parkin (Principal) | Andrew.Parkin@stdoms.ac.uk

Bryan Johnston (Vice Principal) | Bryan.Johnston@stdoms.ac.uk

2. Purpose of Policy

The Mission of St. Dominic's Sixth Form College is to educate its students academically, pastorally and spiritually to the highest standard. To achieve this, the College fully recognises its responsibilities for safeguarding of all its students. The welfare and safety of each individual is at the centre of our ethos and a focal point for all that we do.

In this policy, a 'student' means all young people below 18 years of age and/or studying at St. Dominic's.

In accordance with relevant law and guidance, this policy details our procedures for safeguarding and child protection and is applicable to the whole College community.

Safeguarding and promoting the welfare of children includes providing help and support as soon as problems emerge; protecting children from maltreatment, whether that risk arises within or outside the home, including online; preventing the impairment of children's mental and physical health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

These are the foundations on which all of St Dominic's safeguarding, child protection and wellbeing systems are built:

- All staff understand their responsibilities with regard to safeguarding and child protection and are trained to understand the risk factors for all related concerns.
- St. Dominic's is committed to maintaining an environment where all members of the community feel secure, are encouraged to communicate and are listened to. This includes staff addressing and responding to any sexualised or inappropriate language being used in and around the College site.
- Ensuring that staff listen to student concerns and know how to report incidences of sexual violence or child-on-child harassment.
- Having clear and appropriate systems in place for all students to report concerns in relation to child-on-child abuse and personal safety and wellbeing.
- The College has a zero tolerance to drugs, violence and inappropriate behaviour and this is included in the individual student contract, signed during enrolment.
- The College community understands that, even when no formal report has been made, sexual harassment and violence may be happening.
- Continually developing a tutorial programme to include 'keeping safe', recognising all forms of abuse, bullying, harassment, or exploitation.
- Robust and timely referrals to appropriate external agencies addressing any child protection and/or safeguarding concerns.
- Supporting students who are subject to child protection plans and contributing to the implementation of the plan.

- Supporting pastorally and academically all students who have been, or who are currently 'looked after' in order to achieve appropriate educational outcomes.
- Maintaining, and where appropriate, sharing secure and detailed records via CPOMS of any safeguarding and child protection student concerns.
- All parents, carers and guardians understand the responsibility placed on the College and its staff for safeguarding and child protection.
- The Senior Leadership Team is committed to safer recruitment and maintains an up to date Single Central Record.
- Clear procedures in line with governmental and legal guidance for reporting allegations against staff members.

Furthermore, the College recognises that some students are at increased risk of abuse and some face additional barriers with respect to recognising or disclosing abuse.

The College is committed to recognising diversity and has a dedicated Equality and Diversity committee chaired by an Assistant Principal. All members of the staff and student body have the same protection. Specific and targeted support is in place for:

- Students with Special Educational Needs or Disabilities
- Young carers
- Students struggling with or displaying signs of poor mental health
- Members of the community who might face discrimination due to race, ethnicity, religion, gender identification or sexuality
- Students at risk of FGM, sexual exploitation, forced marriage or radicalisation
- Students known to be living in challenging circumstances.

3. Safer Recruitment and Appointments

St Dominic's is committed to maintaining a culture of safer recruitment and recruitment processes that will help to deter, reject, or identify unsafe adults who are unsuitable to work with students. All senior and middle leaders undertake safer recruitment training (through iHASCO) and are required to complete refresher training every three years.

All staff recruited to the College will be subject to appropriate identity and qualification checks. References will be verified and appropriate Disclosure and Barring Services (DBS), barred/prohibited persons list checks will be undertaken in accordance with DfE guidance Keeping Children Safe in Education: Part 3: Safer Recruitment.

In the selection process, online searches should be considered as part of the due diligence. This may help identify incidents or issues which have taken place and are publicly available online, which the recruitment panel may wish to explore with the applicant at interview.

4. Safeguarding students

St. Dominic's recognises that safeguarding covers a wide range of areas and it aims to achieve the following:

- Enabling all students to have the best life chances, in order for each individual to embark on the next

- phase of their life successfully
- Protecting all students from maltreatment
- Preventing the impairment of mental and physical health and/or development.

New staff and governors are expected to complete safeguarding training during the initial days of their induction period. New staff and governors will receive the College's disciplinary process, the staff code of conduct and the Safeguarding and Child Protection policy. The DSL and Safeguarding team will receive training updated every two years at a minimum. Training is provided internally for all staff and governors on an annual basis on designated inset days. CPD is also sourced externally through LCSB (Harrow) and other external training providers. This policy applies to all College staff and governors. Staff will seek support from the DSL, should any doubt exist. All staff and governors shall complete the online iHASCO KCSIE 2026 training module. All staff, including those who do not work directly with children, must read Keeping Children Safe in Education 2026 Part One in full and follow the College's safeguarding policies and procedures.

5. Legislation and guidance

St. Dominic's have used the following key documents to formulate this policy.

Keeping Children Safe in Education (2026)
Working Together to Safeguard Children (2026)

The policy and procedures comply with the current guidance and any amendments are agreed by the Governing Body (Catholicity and Curriculum). The Governing Body shall comply with the following legislation:

The Children Act 1989
The Data (Use and Access) Act 2025
The rehabilitation of Offenders Act 1974
Counter-Terrorism and Security Act 2015 (CONTEST, CHANNEL, PREVENT)
Safeguarding Vulnerable groups Act 2006 (Regulated activity)
Female Genital Mutilation Act 2003 s5B
The Education Act 2002
The School staffing regulations 2009 Schedule 2 (SCR, Safer Recruitment)
The Education (PI) Regulations 2005
The Sexual Offences Act 2003
Teaching Online Safety in Schools 2023 (DfE)

Also:

Information sharing guidance (LCSB; Harrow)
Peer on Peer Sexual Abuse guidance (NSPCC)
Guidance on Nudes Semi-Nude Images (DfE)
Teaching Standards
Prevent duty guidance: England and Wales 2023
Ofsted Further education and skills inspection toolkit 2025

The staff body understand that 'Safeguarding' covers all aspects of College life. This includes staff conduct, bullying, health and safety, online safety, substance abuse, positive behaviour management and wellbeing. Therefore, this document should be used in conjunction with other key College documents and policies included in the appendices of this policy.

The Single Central Record (SCR) shall be maintained securely, accurately and up to date and is overseen by the Director of Finance and the Principal.

6. Responsibilities

St. Dominic's is committed to providing a safe and stimulating environment for its young people. The staff and governing body have a duty of care to safeguard all students against potential harm or risk.

All staff must:

- Provide a safe environment in which students can learn.
- Be aware of the role(s) of the DSL(s), including how and when to contact them.
- Follow the appropriate referral systems for any concerns reflected in the KCSIE 2026 guidance.
- Receive relevant and appropriate safeguarding training.
- Be aware of all policies related to Child Protection, Child on Child abuse, Online Safety and staff and student conduct.

The Governing Body will:

- Have corporate oversight and responsibility for safeguarding across the College.
- Comply with all statutory guidance and implement effective policies, procedures and training.
- Together with the Principal, appoint a DSL from the Senior Leadership Team.
- Appoint a nominated Governor to liaise with the DSL and Principal on 'Safeguarding' issues.
- Receive any allegations made against the Principal.
- Promote and implement systems that are easy to understand and enable students to feel confident when reporting any incidences of abuse.
- Monitor the Single Central Record.

The DSL will:

- Be the point of contact for staff who have a concern about a student's welfare, safeguarding or a child protection issue, including mental health concerns.
- Ensure that appropriate safeguarding cover is always available during the College day and that staff know who to contact when a DSL is absent.
- Manage referrals to the Local Authority or appropriate external agencies including Police, DBS or the Channel programme.
- Attend CIN/CP/multi agency referral meetings to contribute and assess the needs of the student and/or the family.
- Challenge a decision made by Children's Social Care not to investigate an incident of concern.
- Be aware of all appropriate 'golden numbers' and Prevent protocols local to the College as well as support systems for victims of sexual violence.
- Monitor the **report it** electronic reporting initiative, encouraging all students to disclose any incidences of derogatory language and/or behaviour. This includes child on child abuse, sexual violence and bullying (online and physical). The DSL will analyse this data for growing patterns and intervention.
- Liaise with the LADO and Safer Schools Police Team for regular on-site support.
- Keep clear, accurate and up to date records of all concerns, actions taken and any follow up. Records must be held securely and shared only with staff who are relevant to the student, in line with data legislation and regulations.
- Supporting the College with fulfilling its Prevent duty and stay up to date with the latest guidance to this and the Channel programme.
- Work with the Principal to provide all staff and parents with access to the relevant College Safeguarding and Child Protection policies.
- Manage and oversee the Child Protection Online Monitoring System for reporting incidences. The

Principal shall:

- Implement key policies and monitor outcomes.
- Meet regularly with the DSL and report effectiveness to the Governing Body.
- Hold all parties connected with St. Dominic's responsible for understanding and implementing key policies in relation to safeguarding and child protection.
- Appoint a DSL in conjunction with the Governing Body.
- Provide training in Safer Recruitment to all SLT and key middle leaders.
- Maintain the College's robust system for gathering and retaining all appropriate checks in relation to staff, volunteers, visitors and S128 checks for Governors.
- Monitor and maintain the SCR.

7. Child Protection and Safeguarding procedures

All staff must report any safeguarding concerns to the DSL(s) using the relevant disclosure procedures as a matter of urgency. The DSL must determine if external agencies are needed and if referrals are made as a matter of priority or at the latest, before the end of the College day. CPOMS is updated and interventions are decided. The 'golden numbers' appropriate to the College's local area are included in this policy.

If the DSL(s) are unavailable, staff should seek support from the Principal or Vice Principal.

The DSL is responsible for regular and timely reminders to all staff regarding appropriate reporting procedures and safeguarding updates.

Parents, carers and/or guardians can report any concerns via the safeguarding email address as directed on the College website. This is monitored regularly and can be accessed both during the College day and out of hours. If necessary, the DSL will produce a risk assessment for students being supported by the safeguarding team, this will include both the victim and the individual(s) whom the allegation has been made against.

8. St. Dominic's Prevent Strategy

In line with both fundamental British Values and the College mission statement, the following key principles are at the heart of St. Dominic's values; Tolerance, Inclusion, Freedom of speech, Expression of beliefs and ideology.

The 2018 Counter-Terrorism and Security Bill placed a specific legal duty on all specified authorities to 'have due regard, in the exercise of its functions, to the need to prevent people from being drawn into terrorism'.

All staff will receive regular Prevent training on the current issues surrounding the radicalisation of young men and women and the ways that we, as an institution, can identify and try to prevent any signs that may emerge across the College.

Reducing risks of radicalisation and extremism

There is no single way of identifying an individual who is likely to be susceptible to a terrorist/criminal ideology. As with all safeguarding risks, all staff need to be vigilant to changes in individual student behaviour across the site. The DSL must work with the Directors of Learning and Safer Schools Liaison Officer(s) to assess and monitor any potential risks.

St. Dominic's is committed to creating a culture of safety and openness. Its 'tutorial curriculum' reflects this and the robust filtering systems (Smoothwall) prevent students from accessing extremist and/or dangerous content online.

The College Prevent Strategy and IT Usage Policy covers a number of areas in line with the Counter Terrorism and Security Bill, as well as keeping our students safe online. This includes details of visitors on site and monitoring safety.

Access to the College is via staff/student identification card only and by number plate recognition for vehicles. All visitors/speakers are greeted by a security guard and must report to reception in advance of their meeting. The reception team ask all visitors to sign in via the **InVentry system**. All visitors are required to bring relevant identification and where applicable, their DBS certificate. Those who are coming to the College for a longer period of time and will have contact with students must be list 99 checked and have an enhanced DBS check. Any individual visiting the College to speak with students requires prior approval to determine that the content of their speech conforms to and supports our Mission Statement. All such individuals must be accompanied by a member of staff at all times

9. Specific safeguarding concerns

All staff, including the Governing Body at St. Dominic's are aware of the many safeguarding issues that can put a student at increased risk of harm. All staff receive training appropriate to this academic setting and on the following safeguarding areas:

- Physical abuse
- Emotional abuse
- Sexual abuse, including physical contact and non-contact activities
- Neglect

- Domestic abuse
- Spiritual abuse
- Child on child abuse
- Sharing nude/semi-nude images (Sexting)
- Bullying
- Exploitation (including child sexual/criminal exploitation (CSE/CCE))
- Cyber/online abuse
- FGM (Female Genital Mutilation)
- HBV (Honour Based Violence)
- Modern slavery and trafficking
- Financial exploitation
- Teenage relationship abuse, including coercive or controlling behaviour and stalking
- Serious violence, including county lines and weapon-related harm
- Misogyny, misogyny and harmful sexual behaviour.

Recognising abuse

To protect our students from harm, we need to understand what types of behaviour constitute abuse and neglect.

Abuse – *A form of maltreatment of a child or young person. Somebody may abuse or neglect a student by inflicting harm, or by failing to act to prevent harm. Students may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults, or another child or children. Abuse may be committed by adult men or women and by other children and young people. There are four categories of abuse: physical abuse, emotional abuse, sexual abuse and neglect.*

Physical abuse

Physical abuse is a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a student (usually referred to as fabricated or induced illness).

Emotional abuse

Emotional abuse is the persistent emotional maltreatment of a young person such as to cause severe and persistent adverse effects on the person's emotional development. It may involve conveying to a child or young person that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child or young person is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts. They may also include noncontact activities, such as involving children and/or young people in looking at, or in the production of, sexual images, watching sexual activities, encouraging others to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet).

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- *Provide adequate food, clothing and shelter (including exclusion from home or abandonment).*
- *Protect a child/young person from physical and emotional harm or danger.*
- *Provide adequate supervision (including the use of inadequate care-givers).*
- *Provide access to appropriate medical care or treatment.*

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Domestic abuse

*Often referred to as domestic violence, this refers to any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged **16 or over** who are, or have been, close partners or family members, regardless of gender or sexuality. It can also occur in intimate relationships between older children/young people. Exposure to domestic abuse can have a serious, long lasting emotional and psychological impact on children and young people.*

Spiritual abuse

St. Dominic's Mission Statement highlights the commitment to the Spiritual growth of all its members with Christian values at the heart. It has a rich and diverse community celebrating many faith traditions. Therefore, it is vital that all staff are aware of the potential signs of Spiritual abuse. It can be defined as: "Coercion and control of one individual by another in a spiritual context. The victim experiences spiritual abuse as a deeply emotional personal attack.

This abuse may include manipulation and exploitation, enforced accountability, censorship of decision making, requirements for secrecy and silence, pressure to conform, misuse of scripture or using the pulpit to control behaviour, requirement of obedience to the abuser, the suggestion that the abuser has a 'divine' position, isolation from others, especially those external to the abusive context." (Oakley & Kinmond, 2013)

All staff and governors receive regular training and updates with regard to Spiritual abuse.

Child on child abuse

All staff should be aware of safeguarding issues surrounding child-on-child abuse, including sexual violence, sexual harassment and harmful sexual behaviour. Staff must recognise that abuse may occur face-to-face or online, inside or outside College, and even where no report has been made. Staff must report concerns promptly to the DSL.

Child-on-child abuse can manifest in many ways and exists on a continuum of harmful behaviour. It must never be tolerated or passed off as "banter", "just having a laugh", "part of growing up" or "boys being boys". It can include bullying (including cyberbullying, prejudice-based and discriminatory bullying); abuse in intimate personal relationships between children; physical abuse; sexual violence and sexual harassment; harmful sexual behaviour; causing someone to engage in sexual activity without consent; making or sharing nude or semi-nude images, including digitally altered or wholly AI-generated sexual imagery or deepfakes; upskirting; initiation or hazing; misogynistic or misandrist behaviour; and online harassment. All incidents must be reported to the DSL. The College will take a child-centred and proportionate approach, considering the safeguarding needs of the victim and of the child or young person alleged to have caused harm, and will involve parents/carers and external agencies, including Police and Children's Social Care, where appropriate. Staff must not delete, view, share or download any images related to this issue. This is clarified in the Staff Code of Conduct. Different gender issues can also be prevalent when dealing with child on child abuse and is covered within staff training. Where a report is made, relevant parties are interviewed by a member of the Safeguarding team and this is recorded on CPOMS. Parents/Guardians may be contacted when necessary and depending on the nature of the alleged abuse the

Police will be informed. For any student involved, the Student Services team will be available to meet that student on a regular basis and offers an open-door policy for this. The College also offers a counselling service and the DSL will discuss strategies with the individual on how to keep safe in College.

Bullying

While bullying between young people is not a separate category of abuse and neglect, it is a very serious issue that can cause considerable anxiety and distress. At its most serious level, bullying can have a disastrous effect on a student's wellbeing and in very rare cases has been a feature in the suicide of some young people.

All incidences of bullying, including cyber-bullying and prejudice-based bullying should be reported and will be managed through our discipline code procedures. All students receive regular information regarding bullying within the tutorial programme and must sign an agreement which details how bullying, violence, drugs and harassment is not tolerated. If the bullying is particularly serious, or the tackling bullying procedures are deemed to be ineffective, the Principal and the DSL will consider implementing child protection procedures and Police involvement.

Physical signs define some types of abuse, for example, bruising, bleeding or broken bones resulting from physical or sexual abuse. The identification of physical signs is complicated, as young people may go to great lengths to hide injuries, often because they are ashamed or embarrassed, or their abuser has threatened further violence or trauma if they disclose information. It is often difficult for anyone without medical training to categorise injuries into accidental or deliberate with any degree of certainty. For these reasons it is vital that staff are also aware of the range of behavioural indicators of abuse and report any concerns to the DSL.

Child sexual exploitation

CSE involves exploitative situations, contexts and relationships where young people receive something (for example food, accommodation, drugs, alcohol, gifts, money or in some cases simply affection) as a result of engaging in sexual activities. Sexual exploitation can take many forms ranging from the seemingly 'consensual' relationship where sex is exchanged for affection or gifts, to serious organised crime by gangs and groups. What marks out exploitation is an imbalance of power in the relationship. The perpetrator always holds some kind of power over the victim which increases as the exploitative relationship develops. Sexual exploitation involves varying degrees of coercion, intimidation or enticement, including unwanted pressure from peers to have sex, sexual bullying including cyber-bullying and grooming. However, it is also important to recognise that some young people who are being sexually exploited do not exhibit any external signs of this as indicated in the KCSIE documents. All staff are made aware of the indicators of sexual exploitation and all concerns are reported immediately to the DSL.

Cyber/online abuse

St. Dominic's has a number of policies and agreements regarding computer usage and online access. These are updated on a two-year cycle and as required/advised. All staff need to recognise the threats to young people from online activity and potential evolving risks as technology advances.

The College is committed to student safety and provides an appropriate level of security through Smoothwall; who filter and monitor online student and staff activity. St. Dominic's approach to online safety complements the KCSIE guidance:

Content – being exposed to illegal, inappropriate or harmful content

Contact – being subjected to harmful online interaction with other users

Conduct – individual behaviour that increases the likelihood of, or causes, harm

Commerce – risks that involve financial and other implications

The Designated Safeguarding Lead is responsible for the filtering and monitoring systems in place at the College (Smoothwall) and will receive weekly reports on the themes of abuse, adult content, bullying, criminal activity,

radicalisation, substance abuse and suicide. The DSL will work with the Directors of Learning to intervene where an attempt has been made to access inappropriate or harmful content; where necessary, the appropriate referrals will be made.

The College recognises that online safety is essential. Every student has a timetabled tutorial session and the programme has been devised to cover all aspects of student safety and wellbeing. It continually adapts to keep up to date and lessons include Online safety, Pornography, Gambling, British values, RSHE etc. The students are taught how to recognise online threats, inappropriate content and expected behaviour. All students are regularly reminded on how to report issues through publicity, newsletters, emails, tutorials and meetings. The College recognises the developing safeguarding risks associated with generative artificial intelligence, including impersonation, manipulation, harmful or misleading content, and the creation or distribution of sexualised or nude/semi-nude imagery. Online safety education and staff training will be updated as these risks evolve.

Female Genital Mutilation (FGM)

Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM. There are a range of potential indicators that a child or young person may be at risk of FGM, which individually may not indicate risk but if there are two or more indicators present this could signal a risk to the child or young person. Victims of FGM are likely to come from a community that is known to practise FGM. Professionals should note that girls at risk of FGM may not yet be aware of the practice or that it may be conducted on them, so sensitivity should always be shown when approaching the subject. Warning signs that FGM may be about to take place, or may have already taken place, can be found within the Multi Agency Practice Guidelines included in this policy. Some indicators include:

- The student may have difficulty walking, sitting or standing.
- She may spend longer than normal in the bathroom or toilet due to difficulties urinating.
- Extended periods of absence from a classroom during the day with bladder or menstrual problems.
- There may be prolonged or repeated absences from College.
- A prolonged absence with noticeable behaviour changes (e.g. withdrawal or depression) on the girl's return could be an indication that a girl has recently undergone FGM.

Honour Based Violence (HBV)

Honour Based Violence encompasses crimes which have been committed to protect or defend the honour of the family and/or the community, including FGM, forced marriage, and practices such as breast ironing. All forms of so-called HBV are abuse (regardless of the motivation) and should be handled and escalated as such. If in any doubt, staff should speak to the DSL. Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a child being at risk of HBV, or already having suffered HBV. There are a range of potential indicators that a child may be at risk of HBV.

Guidance on the warning signs that HBV may be about to take place, or may have already taken place, can be found in the multi-agency statutory guidance for Harrow. As with FGM, if staff have a concern regarding a student that might be at risk of HBV, they should activate local safeguarding procedures, using existing national and local protocols for multi-agency liaison with police and children's social care.

Possible indicators of HBV

- Have bruises, bleeding, burns, fractures or other injuries
- Show signs of pain or discomfort
- Keep arms and legs covered, even in warm weather
- Look unkempt and uncared for and appear fearful
- Have difficulty in making or sustaining friendships
- Be reckless with regard to their own or other's safety
- Self-harm

- *Have attendance and punctuality concerns*
- *Show signs of not wanting to go home*
- *Display a change in behaviour and mood*
- *Challenge authority*
- *Become disinterested in their College work*
- *Be constantly tired or preoccupied*
- *Be wary of physical contact*
- *Be involved in, or particularly knowledgeable about drugs or alcohol*
- *Display sexual knowledge or behaviour beyond that normally expected for their age.*

Individual indicators will rarely, in isolation, provide conclusive evidence of abuse. Any information provided by the staff will help the DSL to decide how to proceed.

Additional forms of abuse, exploitation and serious violence

Staff must remain alert to modern slavery and trafficking, financial exploitation, county lines and other forms of criminal exploitation, serious violence and weapon-related harm, stalking and abuse within teenage intimate relationships. These harms may overlap and may occur online as well as face-to-face. Any concern must be reported promptly to the DSL, who will consider the need for Family Help, Children's Social Care, Police, Prevent/Channel or other specialist referral.

10. Looked After Children

All students who have previously been, or are currently looked after have an individual and targeted support plan in place. The Student Services Team, SENDCO and Personal Tutors have the skills, knowledge and understanding to monitor and keep the student safe. They are aware that these students may have particular needs and require specific academic, pastoral, emotional and financial support. It is important to understand that this increase in risk is due more to 'societal attitudes and assumptions' and child protection procedures that fail to acknowledge young people's diverse circumstances, rather than the individual child's personality, impairment or circumstances. Many factors can contribute to an increase in risk, including prejudice and discrimination, isolation, social exclusion, communication issues and reluctance on the part of some adults to accept that abuse can occur. The College also considers students on the grounds of protected characteristics.

11. Students with health concerns and/or SEND/EHCP

Students with special educational needs and disabilities can face additional safeguarding challenges. The College understands that additional barriers can exist when recognising abuse and neglect in this group of young people. These can include:

- Awareness that behaviour, mood and injury may relate to possible abuse outside of their SEN or disability.
- Higher risk of peer group isolation.
- Difficulties with communication.
- Increased vulnerability to online harm, manipulation or exploitation.

The College has a dedicated study space for students with additional needs, overseen by an Assistant Principal (Study+ Line Manager). Students are supported individually by staff, have targeted plans and a Learning Support Assistant allocated to them.

12. Children and young people missing/absent from education

All students, regardless of their circumstances, are entitled to a full-time education, which is suitable to their age, ability, aptitude and any special educational needs they may have. Local Authorities have a duty to establish, as far as it is possible to do so, the identity of young people not in education, employment or training (NEET). Effective information sharing between Local Authorities and Colleges is critical to ensuring that all young people are safe and receiving suitable education. A student missing, absent or deliberately missing education is a potential indicator of abuse, neglect and such young people are at risk of being victims of harm, exploitation or radicalisation. St. Dominic's staff will follow College procedures regarding unauthorised absence and for dealing with children that go missing from education, particularly on repeat occasions, to help identify risks of abuse and neglect, including sexual exploitation, and to minimise the risk of going missing in future. The College has a dedicated attendance officer who oversees and manages student attendance.

All staff must be alert to signs to look out for and any individual triggers to be aware of with regards to safeguarding. Examples of such are: travelling to conflict zones, female genital mutilation and forced marriage. Harrow Local Authority ask for information on enrolments to identify young people who are NEET. St. Dominic's obtains emergency contact details for each student and this is stored on the Student Information Database (SID).

13. Working with individuals with parental responsibility

St. Dominic's recognises the importance of working in partnership with families to safeguard/protect our students. The College is committed to:

- Making parents/guardians/carers aware of the College's statutory role in safeguarding, including the duty to refer students on, where necessary.
- Notify parents/guardians/carers of safeguarding concerns if there is no increased risk to the student and, if necessary, liaise with the LADO before doing so.
- Implement a robust complaints system and deal promptly with issues raised by parents/guardians/carers.
- Provide timely advice and guidance to parents/guardians/carers where students may need extra support.

14. Confidentiality, sharing data and record keeping

All staff recognise that safeguarding information must be handled lawfully, proportionately and securely. The Data Protection Act 2018, UK GDPR and the Data (Use and Access) Act 2025 do not prevent the sharing of information for safeguarding purposes. Staff should not allow concerns about data protection to stand in the way of protecting a child. Information should be shared on a need-to-know basis where it is necessary, relevant and proportionate, and decisions about sharing or not sharing should be recorded. Any member of staff may contact Children's Social Care directly if they are concerned about a child; where practicable this should also be shared with the DSL so that the College retains an appropriate safeguarding overview.

- Be accurate and secure
- Be fairly and lawfully processed
- Be processed for limited purposes
- Be adequate, relevant and not excessive
- Not kept for longer than is necessary
- Not transferred to other countries without adequate protection.

Safeguarding and child protection records will be maintained securely, including through CPOMS and any necessary restricted records, separately from the main student record where appropriate. Records should be clear, accurate, contemporaneous and distinguish observed facts, professional opinion and information received from other sources,

including historic information. Access will be restricted to those who need it for safeguarding purposes. Requests for access to safeguarding records will be referred to the DSL or Principal and handled in accordance with current data-protection law.

When a student moves to another school or college, the DSL will ensure that the safeguarding file is transferred securely and separately from the main student file, normally within five days. The transfer should include a clear, structured summary identifying current concerns, relevant context, ongoing support and actions, while distinguishing current risk from historic information. The College will obtain confirmation of receipt and record the transfer. Where appropriate, the DSL will speak directly with the receiving DSL before or at the point of transfer.

Information sharing should be done in writing so that there is an evidence trail, however there may be occasions in child protection proceedings where this method is too slow. Where an agency rings the College to request information, reception staff shall take a message and inform the DSL immediately. The DSL shall validate the identity of the individual making the request before sharing any information. A record of what has been shared, when, why and with whom shall be retained.

15. Allegations against members of staff, including supply/agency teachers, volunteers and external organisations/individuals

When an allegation is made against a member of staff (including supply/agency teachers, trainee teachers, volunteers, contractors and external organisations/individuals), set procedures must be followed. It is rare for a student to make an entirely false or malicious allegation, although misunderstandings and misinterpretations of events do happen. Even so, we must accept that some professionals do pose a serious risk to students and we must act on every allegation. Staff who are the subject of an allegation have the right to have their case dealt with fairly, quickly and consistently and to be kept informed of its progress. Suspension is not the default option and alternatives to suspension will always be considered. In some cases, staff may be suspended where this is deemed to be the best way to protect students. Allegations against staff should be reported to the Principal who will act in accordance with Part 4 of the KCSIE guidance. Allegations against the Principal should be reported to the Chair of Governors. Staff may also report their concerns directly to Police or LCSB (Harrow) if they believe direct reporting is necessary to secure action. The full procedures for dealing with allegations against staff can be found in Keeping Children Safe in Education, included in this document. Staff, parents and governors are reminded that publication of material that may lead to the identification of a staff member who is the subject of an allegation is prohibited by law. Publication includes verbal conversations or writing, including content placed on social media sites. St. Dominic's will communicate this to all parties.

16. Complaints and whistleblowing

Our complaints procedure will be followed where a student or parent raises a concern about poor practice towards a student that initially does not reach the threshold for child protection action. Poor practice examples include unfairly singling out a student, belittling a student or discriminating against them in some way. Complaints are managed by appropriate members of Senior staff, Principal and governors. A copy of the College's complaints procedure is available on the website.

If you have concerns about a colleague:

Staff who are concerned about the conduct of a colleague towards a student undoubtedly find themselves in a difficult situation. They may worry about having misunderstood the situation and fear that reporting a concern might jeopardise their colleague's career. The welfare of students is paramount.

The College's Whistleblowing Policy allows staff to raise a concern or allegation confidentially and provides means for a sensitive enquiry to take place. Any concern of poor practice or possible child abuse by colleagues should be reported to the DSL and Principal. Complaints about the Principal should be reported to the Chair of Governors. The DSL and Principal will determine if there is a need to inform the Local Authority Designated Officer (LADO). The LADO's role is to offer advice and guidance to employers and voluntary organisations; liaise with the Police and other agencies; and monitor the progress of cases to ascertain that they are managed promptly, consistently, thoroughly

and fairly. Every agency working with children and young people should have a DSL whose job it is to liaise with and refer to LADO. The LADO should be alerted to all cases in which it is alleged that a person who works with young people has:

- Behaved in a way that has harmed, or may have harmed, a student or young person;
- Possibly committed a criminal offence against or related to a student or young person;
- Behaved towards a student in a way that indicates they may pose a risk of harm to children.

If a member of staff is faced with an allegation against an employee, volunteer or professional working or providing services to children you must contact the College's DSL and/or Principal at the earliest opportunity. Failure to do this could put young people at risk of harm. The DSL should inform the LADO within one working day. If the DSL is unsure if the situation meets the threshold he/she should contact the LADO for an informal discussion.

17. Training and Professional Development

St. Dominic's requires all staff to complete safeguarding and child protection training as part of their induction, to facilitate their understanding of the College's safeguarding systems and their responsibilities within it. All staff should be able to identify signs of possible abuse, neglect or exploitation and know how to act.

All training is in line with and supports Harrow safeguarding partners. It is an aligned and integrated part of the whole College approach to safeguarding, overseen by both DSL and Senior Leader responsible for CPD. It includes training on the issues and expectations in relation to allegations of child on child abuse and is reviewed annually in accordance with governmental guidance. It is also designed to support teachers in fulfilling the requirements of the Teaching Standards, with particular reference to managing behaviour and understanding the needs of the student. In order to achieve this, St. Dominic's provides all staff with regular and appropriate training for the setting. All ECT colleagues have a reduced timetable, giving time for this commitment to be met. The DSL has the relevant qualifications and these are refreshed on a two-year cycle.

18. Health and Safety

The Principal and Finance Director (in charge of operations) adopt and implement Health and Safety policies that meet the statutory requirements for the safety of the College community and all its members.

19. Monitoring and review of policy

It will be the responsibility of the DSL and Principal to review and monitor the procedures within this policy. The College should seek the advice of the LSCB (Harrow) in bringing about changes in the agreed procedures. Procedures will be monitored and evaluated by:

- Governing Body (annually)
- Student Voice/focus groups (termly)
- Logs and patterns of incidents reported (initiated after the 'everyone's invited' national campaign established by Soma Sara)
- Any safeguarding-related issues raised by staff.

20. Appendices/Supporting information

St. Dominic's Safer Recruitment Policy
St. Dominic's Prevent Policy
St. Dominic's Prevent Duty Risk Assessment/Action plan
St. Dominic's Student IT and Computer Use Agreement
St. Dominic's Whistleblowing Policy
St. Dominic's Complaints Policy
St. Dominic's Health and Safety Policy

Useful guidance and information for staff

KCSIE 2026 (full)
Working Together to Safeguard Children (2026)
St. Dominic's LA Golden Numbers; Harrow, Barnet, Brent, Ealing, Hillingdon
Multi agency statutory guidance FGM
NSPCC FGM guidance
DfE Teaching Online Safety in Schools 2019
Governmental safeguarding guidance for Schools and Colleges