

Everyone who works with children has a responsibility for keeping them safe. All practitioners are charged with the role to safeguard and protect children and young people (Under the age of 18 years) from harm, neglect, abuse or exploitation from within their family and from individuals they come across in their day-to-day lives. These threats can take a variety of different forms, including sexual, physical and emotional abuse; neglect; exploitation by criminal gangs and organised crime groups; trafficking; online abuse; sexual exploitation and the influences of extremism leading to radicalisation. Whatever the form of abuse or neglect, practitioners should put the needs of children first when determining what action to take (Keeping Children Safe in Education 2023).

[Keeping children safe in education - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

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| Recognising safeguarding issues/concerns through      | <ul style="list-style-type: none"> <li>• Direct observation</li> <li>• Disclosures from a child or young person</li> <li>• Observation by a third person</li> </ul>   |
| Responding when information has been disclosed to you | <ul style="list-style-type: none"> <li>• Clarify any information you receive must be passed on</li> <li>• Stay calm</li> <li>• Listen carefully and don't interrupt</li> <li>• Don't interview them or press them for details</li> <li>• Ask questions for clarification only</li> </ul>  |
| Reporting when on placement                           | <ul style="list-style-type: none"> <li>• Please follow the school policy and report the concern to the designated safeguarding lead/officer (DSL/DSO) before you leave the premises</li> <li>• Please inform the Bright Futures SCITT as we have a duty of care of safeguarding not only the children but also our trainees.</li> </ul>   |
| Reporting to the Bright Futures SCITT                 | <p>Inform Bright Futures SCITT that:</p> <ul style="list-style-type: none"> <li>• The DSO/DSL of the setting has been informed</li> <li>• Provide an anonymised outline of the incident and your [the trainee] involvement</li> <li>• Detail any next steps requested of yourself at the setting</li> <li>• Let us know about any support or guidance you might require after the incident or disclosure</li> </ul> <p>Use the template below as a structure for reporting.</p> |

