

# Magna Groups Enterprises

## Safeguarding Policy



The Magna Groups Enterprises Safeguarding Policy applies to all staff, including senior managers, the board of directors paid staff, volunteers, sessional workers, agency staff, students or anyone working on behalf of Magna Groups Enterprises.

### **The purpose of the policy and procedures:**

Is to protect children and young people who receive Magna Groups Enterprises' services. This includes the children of adults who use our services; to provide staff and volunteers with the overarching principles that guide our approach to child protection. Magna Groups Enterprises believes that a child or young person should never experience abuse of any kind. We have a responsibility to promote the welfare of all children and young people and to keep them safe. We are committed to practice in a way that protects them.

We will ensure that those staff who work directly with children read at least Part one and those staff who do not work directly with children read either Part one or Annex A (a condensed version of Part one) of DfE guidance "[Keeping children safe in education](#)". This will depend on the assessment of which guidance will be most effective for the staff to safeguard and promote the welfare of children. We will also ensure that mechanisms are in place to assist staff to understand and discharge their role and responsibilities as set out in Part one (or Annex A if appropriate) of the guidance.

### **RESPONSIBILITIES AND IMMEDIATE ACTION**

Safeguarding and promoting the welfare of children in our settings is the responsibility of everyone at Magna Groups Enterprises. All adults working in our settings (including seasonal staff, agency staff, volunteers and students on placement) are required to report instances of actual or suspected child abuse or neglect to the Designated Safeguarding Lead (DSL) or to a Deputy Designated Safeguarding Lead (DDSL).

**The Designated Safeguarding Lead is: Pascal Suntah**

**The Deputy Designated Safeguarding Lead(s) is/are: Charlotte Dasent, Caroline Ofusene, and Danielle Tobin.**

The Designated Safeguarding Lead who is a member of Managers leadership team takes lead responsibility for safeguarding and child protection (including online safety) and works with the mental health leads where safeguarding concerns are linked to mental health, provides advice and support to other staff on child welfare and child protection matters, takes part in strategy discussions and inter-agency meetings, and/or supports other staff to do so, and contributes to the assessment of children. The DSL has a significant level of responsibility, and our governing body will provide the DSL additional time, funding, training, resources, and support needed to carry out the role effectively. Whilst the activities of the DSL can be delegated to appropriately trained deputies, the ultimate lead responsibility for child protection remains with the DSL, this lead responsibility should not be delegated. During term time and school holidays the DSL (or a deputy) will always be available (during operational hours) for staff in our provisions to discuss any safeguarding concerns, which may include availability via phone and/or other media in exceptional circumstances.

DSL is the first point of contact for external agencies that are pursuing Child Protection investigations and co-ordinates the school's representation at CP conferences and Core Group meetings (including the submission of written reports for conferences). When an individual concern/incident is brought to the notice of the Designated Safeguarding Lead, they will be responsible for deciding upon whether or not this should be reported to other agencies as a safeguarding issue. Where there is any doubt as to the seriousness of this concern, or disagreement between the Designated Safeguarding Lead and the member of staff reporting the concern, advice will be sought from the Deputy Designated Safeguarding Lead (DDSL) or the LA's Strategic Lead Officer for safeguarding in education services. If a child is in immediate danger or is at risk of harm, a referral will be made to the relevant local authority Multi Agency Safeguarding Hub (MASH) (or its equivalent in another LA if the child resides in a different LA) and/or the police immediately.

All our staff will be aware that children may not feel ready or know how to tell someone that they are being abused, exploited, or neglected, and/or they may not recognise their experiences as harmful. For example, children may feel embarrassed, humiliated, or being threatened. This could be due to their vulnerability, disability and/or sexual orientation or language barriers. This should not prevent staff from having a professional curiosity and speaking to the DSL if they have concerns about a child. It is also important that staff determine how best to build trusted relationships with children and young people which facilitate communication.

Although all staff should be aware of the process for making referrals to children's social care and for statutory assessments that may follow a referral, along with the role they might be expected to play in such assessments, the DSL (and any deputies) are most likely to have a complete safeguarding picture and be the most appropriate person to advise on the response to safeguarding concerns. The DSL or a deputy will always be available to discuss safeguarding concerns. If in exceptional circumstances, the DSL (or deputy) is not available, this should not delay appropriate action being taken. Staff should consider speaking to a member of the senior leadership team and/or take advice from local

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children's social care. In these circumstances, any action taken should be shared with the DSL (or deputy) as soon as is practically possible. DSL is also aware of the requirement for children to have an Appropriate Adult. Further information can be found in the Statutory guidance - [Police and Criminal Evidence Act \(PACE\) Code C 2019](#).

### Legal framework

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

Children Act 1989

United Convention of the Rights of the Child 1991

Data Protection Act 1998

Sexual Offences Act 2003

Children Act 2004

Keeping Children Safe In Education

Protection of Freedoms Act 2012

Relevant government guidance on safeguarding children

### We recognise that:

- The welfare of the child is paramount, as enshrined in the Children Act 1989
- All children, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, have a right to equal 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
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

### We will seek to keep children and young people safe by:

- Valuing them, listening to and respecting them
- Adopting child protection practices through procedures and a code of conduct for staff and volunteers
- Developing and implementing an effective e-safety policy and related procedures providing effective management for staff and volunteers through supervision, support and training
- Recruiting staff and volunteers safely, ensuring all necessary checks are made
- Sharing information about child protection and good practice with children, parents, staff and volunteers
- Sharing concerns with agencies who need to know, and involving parents and children appropriately.

### Categories of Abuse

There are four types of abuse

- Physical
- Emotional
- Sexual Abuse
- Neglect

For more information on these refer to the Safeguarding Training section in the Magna Groups Enterprises Common Core on-line training.

### Child abuse and neglect

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect are listed below.

- **Emotional abuse** is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

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- **Physical abuse** can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.
- **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.

- **Neglect** is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing, and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

### Signs of Abuse

Physical signs may include

- Injuries which cannot be explained particularly if reoccurring
- Injuries on parts of the body where accidental injury is unlikely such as cheeks, thighs or chest
- Child appears unkempt, malnourished or to have untreated medical conditions

Behavioral signs may include:

- Sudden or unexplained change in behaviour
- Uncharacteristic emotional responses to different situations
- Reluctance to uncover parts of their body i.e. to change for swimming or to wear clothing appropriate for hot weather

### Responses to Signs of Abuse

- The concern will be discussed between the Site Manager and the parent/main carer except in the cases where sexual abuse is suspected or Site Manager deems it unsuitable.
- A report will be made including what a child may have said, any marks such as bruising or any inappropriate/ unusual behaviour of the child.
- Such discussion will be recorded and the parent/main carer will have access to such records.
- If there are still queries regarding the circumstances, the person in charge has a duty of care to report the incident to their local social services department as well as OFSTED
- When sexual abuse is suspected the parents/carers are not notified and the manager of the site must immediately contact their local social services. It is recommended that MAGNA Child Protection Officers are contacted for advice prior to contacting Social Services

### Appropriate Responses to Disclosures of Abuse

- Remain calm, accessible & receptive
- Listen carefully without interrupting
- Communicate to the child in a way that is appropriate for their age & level of understanding
- Be aware of non-verbal messages that you are giving
- Acknowledge their courage & reassure them they are right to tell
- Reassure them that they should not feel guilty
- Let them know that you are going to help them which will involve you telling someone (MAGNA Child Protection Officer)

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### Responses to Allegations of Abuse against Staff

- Record the allegation (date, time, staff member, parent information)
- Inform HR who will suspend the member of staff from any work that involves access to children until the allegation had been investigated.
- Inform the local authority Local Safeguarding Children Board (LSCB) and Social Services within relevant borough and OFSTED (within a maximum 14 days)
- The management would work closely with the LSCB, social services and/or the Police in relation to investigation.
- Meetings would take place to discuss the appropriate cause of action.
- Confidentiality and discretion would be maintained at all times

### Good Practice to Guard against Allegations of Abuse

- Occasional incidents may occur that leave staff vulnerable to being suspected of abuse. These must be reported to their Line Manager and include:
  - If you accidentally hurt a child.
  - If a child seems distressed in any manner.
  - If a child misunderstands or misinterprets something you have done or said.
- Always work in an open environment (e.g. avoiding private or unobserved situations and encouraging open communication with no secrets)
- Treating all young people equally, and with respect and dignity (avoid talking down to the children).
- Always putting the welfare of each young person first, before winning or achieving goals.
- Building balanced relationships based on mutual trust, which empowers children to share in the decision-making.
- Making sport and activities, fun, enjoyable and promoting fair play.
- Being an excellent role model.
- Giving enthusiastic and constructive feedback rather than negative criticism.
- Parents/Carers should be made aware of any filming/photographs, which may be taken (and written consent recorded- Appendix).
- At MAGNA each setting a 'Nominated Safeguarding Children Advisor' is designated. This person will have had Child Protection training as standard.

### How to respond to allegations of abuse against someone not working in the group

- Record the allegation (date, time, staff member, parent information)
- Inform Line Manager, Head Office & if applicable the Premises Manager.
- Inform the local authority Local Safeguarding Children Board (LSCB) and Social Services within relevant borough and OFSTED (within a maximum 14 days)
- The management would work closely with the LSCB, social services and/or the Police in relation to investigation.
- Meetings would take place to discuss the appropriate cause of action.
- Confidentiality and discretion would be maintained at all times

### How information will be recorded

Record the allegation (date, time, staff member, parent information) on an Incident Form with as much detail as possible. This must be done as soon after the incident or disclosure to ensure accuracy. This must then be sent to the Head Office marked FOA MAGNA Child Protection Officer PRIVATE & CONFIDENTIAL. ( This is to occur alongside a phone call to the MAGNA Child Protection Officer)

### Female genital mutilation (FGM)

FGM is an illegal, extremely harmful practice and a form of child abuse, and is therefore dealt with as part of our existing safeguarding procedures. All of our staff receive training in how to recognise when girls are at risk of FGM, or may have been subjected to it.

### If FGM is suspected or disclosed

Magna Groups Enterprises will follow the same procedures as set out above for responding to child abuse.

### Child-on-Child abuse

**Update 2022:** The DfE's advice on Sexual violence and sexual harassment between children in schools and colleges (DfE, 2021) has been merged into Keeping children safe in education 2022. As part of this merger, the term "child-on-child abuse" rather than "peer-on-peer abuse" is used throughout the updated guidance.

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Children are vulnerable to abuse by their peers. Child-on Child abuse is taken seriously by staff and will be subject to the same child protection procedures as other forms of abuse. Staff are aware of the potential uses of information technology for bullying and abusive behaviour between young people.

Staff will not dismiss abusive behaviour as normal between young people. The presence of one or more of the following in relationships between children should always trigger concern about the possibility of child-on-child abuse:

- Sexual activity (in primary school-aged children) of any kind, including sexting
- One of the children is significantly more dominant than the other (eg much older)
- One of the children is significantly more vulnerable than the other (eg in terms of disability, confidence, physical strength)
- There has been some use of threats, bribes or coercion to ensure compliance or secrecy.

Children are capable of abusing other children. This can happen both inside and outside of school and online and take different forms, such as bullying (including cyberbullying, prejudice-based and discriminatory bullying); abuse in intimate personal relationships between children; physical abuse (such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm, which may include an online element that facilitates, threatens and/or encourages physical abuse; violence, particularly pre-planned, forcing other children to use drugs or alcohol, initiation/hazing type violence and rituals), emotional abuse (blackmail or extortion, threats and intimidation), sexual violence, such as rape, assault by penetration and sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, consensual and non-consensual sharing of nudes and semi-nudes images and/or videos (also known as sexting or youth produced sexual imagery), sexual abuse (indecent exposure, indecent touching or serious sexual assaults, forcing other children to watch pornography or take part in sexting) and sexual exploitation (causing someone to engage in sexual activity without consent, such as forcing someone to strip, touch themselves sexually, or to engage in sexual activity with a third party; having an older boyfriend/girlfriend, associating with unknown adults or other sexually exploited children, staying out overnight, photographing or videoing other children performing indecent acts) and upskirting, which typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification or cause the victim humiliation, distress or alarm. Upskirting is now a criminal offence. Although it is more likely that girls will be victims and boys perpetrators, all child on child abuse is unacceptable and will be taken seriously. We do not tolerate these or pass them off as "banter", "just having a laugh" or "part of growing up".

Magna has a strong commitment to an anti-bullying policy and will consider all coercive acts and child on child abuse within a Child Protection context. We recognise that some pupils will sometimes negatively affect the learning and wellbeing of other pupils and their behaviour will be dealt with under the school's behaviour policy. As a school, we will minimise the risk of allegations against other pupils by providing a developmentally appropriate PSHE syllabus which develops pupils' understanding of acceptable behaviour and keeping themselves safe, having systems in place for any pupil to raise concerns with staff, knowing that they will be listened to, believed and valued, delivering targeted work on assertiveness and keeping safe to those pupils identified as being at risk, developing robust risk assessments and providing targeted work for pupils identified as being a potential risk to other pupils. It is important that all our staff recognise the indicators and signs of child on child abuse and know how to identify it and respond to reports. Any possible child on child abuse case will be shared with the DSL with a view to referring to appropriate agencies following the referral procedures. We also note the DfE's advice and guidance on [Preventing and Tackling Bullying](#).

### If child-on-child abuse is suspected or disclosed

Magna Groups Enterprises will follow the same procedures as set out above for responding to child abuse.

### Extremism and radicalisation

All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be vulnerable to radicalisation, eg:

- feeling alienated or alone
- seeking a sense of identity or individuality
- suffering from mental health issues such as depression
- desire for adventure or wanting to be part of a larger cause
- associating with others who hold extremist beliefs

### Signs of radicalisation

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Signs that a child might be at risk of radicalisation include:

- changes in behaviour, for example becoming withdrawn or aggressive
- claiming that terrorist attacks and violence are justified
- viewing violent extremist material online
- possessing or sharing violent extremist material If a member of staff suspects that a child is at risk of becoming radicalised, they will record any relevant information or observations on an incident report form form, and refer the matter to the DSL.

### Preventing Radicalisation

The Counter-Terrorism and Security Act 2015 places a duty on specified authorities, including local authorities and childcare, education and other children's services providers, in the exercise of their functions, to have due regard to the need to prevent people from being drawn into terrorism ("the Prevent duty"). Young people can be exposed to extremist influences or prejudiced views, in particular those via the internet and other social media. Schools can help to protect children from extremist and violent views in the same ways that they help to safeguard children from drugs, gang violence or alcohol. Examples of the ways in which people can be vulnerable to radicalisation and the indicators that might suggest that an individual might be vulnerable:

- Example indicators that an individual is engaged with an extremist group, cause or ideology include: spending increasing time in the company of other suspected extremists; changing their style of dress or personal appearance to accord with the group; their day-to-day behaviour becoming increasingly centred around an extremist ideology, group or cause; loss of interest in other friends and activities not associated with the extremist ideology, group or cause; possession of material or symbols associated with an extremist cause (e.g. the swastika for far right groups); attempts to recruit others to the group/cause/ideology; or communications with others that suggest identification with a group/cause/ideology.
- Example indicators that an individual has an intention to use violence or other illegal means include: clearly identifying another group as threatening what they stand for and blaming that group for all social or political ills; using insulting or derogatory names or labels for another group; speaking about the imminence of harm from the other group and the importance of action now; expressing attitudes that justify offending on behalf of the group, cause or ideology; condoning or supporting violence or harm towards others; or plotting or conspiring with others.
- Example indicators that an individual is capable of contributing directly or indirectly to an act of terrorism include: having a history of violence; being criminally versatile and using criminal networks to support extremist goals; having occupational skills that can enable acts of terrorism (such as civil engineering, pharmacology or construction); or having technical expertise that can be deployed (e.g. IT skills, knowledge of chemicals, military training or survival skills).

The examples above are not exhaustive and vulnerability may manifest itself in other ways. There is no single route to terrorism nor is there a simple profile of those who become involved. For this reason, any attempt to derive a 'profile' can be misleading. It must not be assumed that these characteristics and experiences will necessarily lead to individuals becoming terrorists, or that these indicators are the only source of information required to make an appropriate assessment about vulnerability. We see the Prevent duty as part of our school's wider safeguarding obligations and note the revised [Prevent duty guidance: for England and Wales](#), especially paragraphs 57-76.

**Channel** is a voluntary, confidential support programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism that uses existing collaboration between local authorities, the police, statutory partners (such as the education sector, social services, children's and youth services and offender management services) and the local community.

We will refer children at risk of harm as a result of involvement or potential involvement in extremist activity to Southwark Multi Agency Safeguarding Hub (MASH). The MASH will share the referral details of new referrals with the Prevent lead police officer and LA Prevent coordinator at the point the referral is received. The referral will then be processed through the MASH multi agency information sharing system and parallel to this the Prevent police officer will be carrying out initial screening checks. The Prevent police officer will make a referral to the Channel Practitioner if there are sufficient concerns. The individual referred will be discussed at the Channel panel to determine whether they are vulnerable to being drawn into terrorism and consider the appropriate support required. A representative from Magna will attend the Channel panel if and when we are asked to help with this assessment

### Domestic Abuse

**UPDATE 2022:** Domestic abuse has been added to the list of safeguarding issues that all staff should be aware of.

Domestic Abuse can:

- Be psychological, physical, sexual, financial, or emotional
- Impact on children through seeing, hearing or experiencing the effects of domestic abuse and/or experiencing it through their own intimate relationships.

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### Logging a concern

All information about the suspected abuse or disclosure, or concern about radicalisation, will be recorded on the incident report form as soon as possible after the event. The record should include:

- date of the disclosure, or the incident, or the observation causing concern
- date and time at which the record was made
- name and date of birth of the child involved
- a factual report of what happened. If recording a disclosure, you must use the child's own words
- name, signature and job title of the person making the record.

The record will be given to Magna Groups Enterprises DSL who will decide on the appropriate course of action.

For concerns about child abuse, the DSL will contact Social Care. The DSL will follow up all referrals to Social Care in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Social Care directly.

For minor concerns regarding radicalisation, the DSL will contact the local safeguarding partnership or the Local Authority Prevent Co-ordinator.

For more serious concerns the DSL will contact the Police on the non-emergency number (101), or the antiterrorist hotline on 0800 789 321. For urgent concerns the DSL will contact the Police using 999.

### Allegations against staff

If anyone makes an allegation of child abuse against a member of staff:

- The allegation will be recorded on an Incident record form. Any witnesses to the incident should sign and date the entry to confirm it.
- The allegation must be reported to the Local Authority Designated Officer (LADO) and to Ofsted. The LADO will advise if other agencies (eg police) should be informed, and the Club will act upon their advice. Any telephone reports to the LADO will be followed up in writing within 48 hours.
- Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- If appropriate, the Club will make a referral to the Disclosure and Barring Service.

### Promoting awareness among staff

Magna Groups Enterprises promotes awareness of child abuse and the risk of radicalisation through its staff training. Magna Groups Enterprises ensures that:

- the designated DSL has relevant experience and receives appropriate training in safeguarding and the Prevent Duty, and is aware of the Channel Programme and how to access it
- designated person training is refreshed every three years]
- safe recruitment practices are followed for all new staff
- all staff have a copy of this Safeguarding policy, understand its contents and are vigilant to signs of abuse, neglect or radicalisation
- all staff are aware of their statutory duties with regard to the disclosure or discovery of child abuse, and concerns about radicalisation
- all staff receive basic safeguarding training, and safeguarding is a permanent agenda item at all staff meetings
- all staff receive basic training in the Prevent Duty
- staff are familiar with the Safeguarding File which is kept [insert location]
- the Club's procedures are in line with the guidance in 'Working Together to Safeguard Children (2018)' and staff are familiar with 'What To Do If You're Worried A Child Is Being Abused (2015)'.

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### Use of mobile phones and cameras

Photographs will only be taken of children with their parents' permission. Only the club camera will be used to take photographs of children at the Club, except with the express permission of the manager. Neither staff nor children nor visitors may use their mobile phones to take photographs at the Club. For more details see our Mobile Phone Policy

### TRAINING

All staff members will receive appropriate safeguarding and child protection training (including online safety) at induction, which is regularly updated. In addition, all staff members will receive safeguarding and child protection updates (for example, via email, e-bulletins and staff meetings), as required, but at least annually, to provide them with relevant skills and knowledge to safeguard children effectively. All newly recruited staff (teaching and non-teaching) and Governors will be apprised of this policy and will be required to attend relevant LA or Southwark Safeguarding Children Partnership (SSCP) training. In addition, all new staff and temporary staff will be required to attend an induction session with the Designated Safeguarding Lead or their deputy on their first day on site.

The Designated Safeguarding Lead (and their Deputies) will complete refresher training at least every three years. The designated safeguarding lead will also undertake Prevent awareness training and will be able to understand the unique risks associated with online safety. In addition to this formal training, their knowledge and skills will be refreshed (for example, via e-bulletins, meeting other designated safeguarding leads or simply taking time to read and digest safeguarding developments) at regular intervals, as required, but at least annually, to allow them to understand and keep up with any developments relevant to their role. Designated staff will be encouraged to attend appropriate network meetings and to participate in the multi-agency training programme organised by the local Safeguarding Children Partnerships (SSCP)

### RECRUITMENT

Magna Groups Enterprises is committed to the principles of safer recruitment and, as part of that, adopts recruitment procedures that help deter, reject and/or identify people who might abuse children. Safe recruitment processes are followed and all staff recruited to the school will be subject to appropriate identity, qualification and health checks. References will be verified and appropriate criminal record checks [Disclosure and Barring Service (DBS) checks], barred list checks and prohibition checks will be undertaken. The level of DBS check required, and whether a prohibition check is required, will depend on the role and duties of an applicant to work in the provision, as outlined in Part three of the DfE guidance ["Keeping children safe in education"](#). We will also have regard to DfE's statutory guidance for schools about the employment of staff disqualified from childcare ["Disqualification under the Childcare Act 2006"](#), which also contains information about 'disqualification by association'. Relevant members of staff and senior leaders who are involved in recruitment will undertake safer recruitment training. Magna Groups Enterprises will ensure that at least one person on any appointment panel has undertaken safer recruitment training in line with staffing regulations. This School will only use employment agencies which can demonstrate that they positively vet their supply staff and will report the misconduct of temporary or agency staff to the agency concerned. Staff joining Magna Groups Enterprises on a permanent or temporary basis will be given a copy of this policy.

### SCHOOL/VENUE HIRE STAFF / CONTRACTORS

Magna Groups Enterprises core provisions are delivered on school premises whereby the setting is hired and rental paid. Whilst hiring school premises, school staff including teachers, support staff Caretaker/premise staff, Cleaners and contractors who are engaged by or on behalf of the school to undertake works on site will be made aware of this policy and the reasons for this.

Magna Groups Enterprises will obtain letter of assurances from hired settings that during hours of operation where Magna Groups Enterprises is providing regulated activity relating to children, that all School staff or other contractors onsite whose work provides them with an opportunity to come into contact with children, will have an enhanced DBS check (not including children's barred list information) that is recorded on the venue/schools single central register. Contractors for whom an appropriate DBS check has not been undertaken will be supervised. Under no circumstances will Magna Groups Enterprises allow a contractor in respect of whom no checks have been obtained to work unsupervised. Magna will always check the identity of contractors and their staff on arrival at the school.

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### LOCAL SAFEGUARDING CONTACTS:

Local Authority: **Harrow**

Safeguarding Partnership: **Harrow**

#### **Childrens Access team**

Civic Centre 1, Station Road, Harrow HA2 2XY

Web: <https://www.harrowscb.co.uk/>

LSCB Handbook: <http://www.harrowlscb.co.uk/wp-content/uploads/2015/05/LSCB-A5-Handbook.pdf>

### Contact Numbers:

- Children's Access Team Golden Number 020 8901 2690 **Secure Email:** [duty&assess@harrow.gov.uk.cjsm.net](mailto:duty&assess@harrow.gov.uk.cjsm.net)
- Children and Family Services out of hours: 0208 424 0999 Email: [Duty.Assess@harrow.gov.uk](mailto:Duty.Assess@harrow.gov.uk)
- Social Care: **020 8708 3885** from 09:00 to 17:00
- LADO (Local Authority Designated Officer): **Rosalind South**,  
**Telephone: 07871 987 254**
- Multi Agency Risk Assessment Conference (MARAC): 0208 907 8148
- Local Authority Prevent Co-ordinator: **FAYE HUSSAIN**  
Prevent Team email: [preventreferrals@met.pnn.police.uk](mailto:preventreferrals@met.pnn.police.uk)  
Tel: **020 8708 5971**.
- Police: 101 (non-emergency) or 999 (emergency)
- Anti-terrorist hotline: **0800 789 321**
- NSPCC: **0808 800 500**

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### LOCAL SAFEGUARDING CONTACTS:

Local Authority: **Ealing**

Safeguarding Partnership: **Ealing**

#### Contact Numbers:

Title	Name	Contact number	Email
<b>First point of call</b>	<b>CP ADMIN</b>	<b>0208 825 8930</b>	<b>ASV@ealing.gov.uk</b>
<b>LADO</b>	Maggie Scarlett	0208 825 8930	<b>ASV@ealing.gov.uk</b>
<b>Child Protection Advisor (CPA)</b>	Venita Eastmond-Jessamy	0208 825 8930	<b>ASV@ealing.gov.uk</b>
<b>Child Protection Advisor (CPA)</b>	Diane Adjei-Gyamfi	0208 825 8930	<b>ASV@ealing.gov.uk</b>
<b>Child Protection Advisor (CPA)</b>	Amarjit Sangha	0208 825 8930	<b>ASV@ealing.gov.uk</b>

- Ealing Children's Integrated Response Service (ECIRS) on 020 8825 8000 (select option1 followed by option1)
- Police: 101 (non-emergency) or 999 (emergency)
- Anti-terrorist hotline: **0800 789 321**
- NSPCC: **0808 800 500**

This policy was adopted by: Magna Groups Enterprises	Date: updated 1 Sept 2025
To be reviewed: July 2027	Signed: Pascal Suntah

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2014): Safeguarding and Welfare requirements: Child Protection [3.4 – 3.8], Suitable Person [3.9 – 3.13]*.

**LOCAL SAFEGUARDING CONTACTS:**

Local Authority: **HAMPSHIRE**

[Welcome | Hampshire, Isle of Wight, Portsmouth and Southampton \(hipsprocedures.org.uk\)](https://hipsprocedures.org.uk) This website details the local safeguarding procedures and we would recommend that the staff within your organisations are given the link so that their safeguarding knowledge is strong and effective.

**Safeguarding Partnership: Hampshire**

Report a concern - [Report a concern - Hampshire SCP](#) (Hampshire Safeguarding Children's Partnership) The Inter-agency referral form (IARF) to be used for both Hampshire and Isle of Wight can be located on this page.

Hampshire Children's services	01329 225379 (professional) 0300 555 1384 (public)
Isle of Wight Children's services	0300 300 0901 (professional) 0300 300 0117 (public)

Concerns about adults working with children should be directed to the local area designated officer (LADO)  
01962 876364

**Contact Numbers:**

- Threshold Charts: <https://www.hampshirescp.org.uk/wp-content/uploads/2022/03/Hampshire-IOW-Thresholds-Chart-July-2019-1.pdf>
- Out of Hours service: **0300 555 1373** at all other times
- [Inter-Agency Referral Form \(IARF\)](#)
- Police: 101 (non-emergency) or 999 (emergency)
- Anti-terrorist hotline: **0800 789 321**
- NSPCC: **0808 800 500**

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# Magna Groups Enterprises

## Safeguarding Policy



### LOCAL SAFEGUARDING CONTACTS:

Local Authority: **Southwark**

#### **MASH**

If you're concerned about a child who may be suffering harm, contact the Multi-Agency Safeguarding Hub (MASH) to make a referral on 020 7525 1921. For an out of hours social worker, phone 020 7525 5000.

#### **Multi-Agency Safeguarding Hub**

##### **Address**

160 Tooley Street  
PO Box 64529  
London  
SE1P 5LX

Email: [MASH@southwark.gov.uk](mailto:MASH@southwark.gov.uk)

Telephone: [020 7525 1921](tel:02075251921) / [020 7525 5000](tel:02075255000)

#### **Southwark Safeguarding Children Partnership**

Southwark Council, Southwark Safeguarding Children Board, PO Box 64529, London, SE1 2TZ  
tel: 0207 525 3306

email: [sscp@southwark.gov.uk](mailto:sscp@southwark.gov.uk).

web: <http://safeguarding.southwark.gov.uk/southwark-safeguarding-board/>

[Click on this link for the new safeguarding arrangements](#)

**SSCP Chair:** Anna Berry, [anna.berry@southwark.gov.uk](mailto:anna.berry@southwark.gov.uk)

**SSCP Manager:** Hannah Edwards, [hannah.edwards@southwark.gov.uk](mailto:hannah.edwards@southwark.gov.uk)

#### **LADO**

##### **Eva Simcock**

Email: [gau.safeguarding@southwark.gov.uk](mailto:gau.safeguarding@southwark.gov.uk)

Telephone: [020 7525 0689](tel:02075250689)

##### **Contact Numbers:**

- Police: 101 (non-emergency) or 999 (emergency)
- Anti-terrorist hotline: **0800 789 321**
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