Safeguarding Policy 2026

1. Policy Statement

Straight A Training is committed to safeguarding and promoting the welfare of all learners and expects all employees, associates and stakeholders to share this commitment.

We recognise our responsibility to create and maintain a safe, positive and inclusive learning environment where learners feel protected from abuse, neglect, exploitation, discrimination, radicalisation and harm.

Safeguarding is everyone's responsibility. Every member of staff has a duty to act in the best interests of learners and to report any concerns promptly and appropriately.

This policy applies to all learners, including children, young people, apprentices and adults at risk.

2. Purpose

The purpose of this policy is to:

- Protect learners from abuse, neglect and exploitation.
- Promote learner welfare, wellbeing and safety.
- Ensure all staff understand their safeguarding responsibilities.
- Provide clear procedures for reporting and responding to concerns.
- Support compliance with legal and regulatory requirements.
- Foster a culture of vigilance and accountability.

3. Scope

This policy applies to:

- All employees.
- Directors and senior leaders.
- Tutors and trainers.
- Consultants and contractors.
- Anyone acting on behalf of Straight A Training.

The policy applies to all activities undertaken by Straight A Training, including face-to-face, remote and online delivery.

4. Legislative Framework

This policy has been developed in accordance with:

- Children Act 1989 and 2004.
- Working Together to Safeguard Children.
- Keeping Children Safe in Education (KCSIE).
- Care Act 2014.
- Safeguarding Vulnerable Groups Act 2006.
- Counter-Terrorism and Security Act 2015.
- Equality Act 2010.
- Human Rights Act 1998.
- Data Protection Act 2018.
- UK General Data Protection Regulation (UK GDPR).

5. Definitions

Safeguarding

Safeguarding refers to:

- Protecting children and adults from abuse and neglect.
- Preventing impairment of physical and mental health.
- Ensuring safe and effective care.
- Taking action to enable individuals to have the best outcomes.

Child

Any person under the age of 18.

Adult at Risk

An adult who may be unable to protect themselves from abuse, neglect or exploitation because of age, illness, disability or other circumstances.

6. Designated Safeguarding Team

Straight A Training has appointed a Designated Safeguarding Lead and Deputy Designated Safeguarding Leads to oversee safeguarding arrangements and ensure concerns are managed effectively.

Safeguarding Lead

Jayne Raftery (SL)
Email: jayne@straighta.co.uk

Designated Safeguarding Leads (DSLs)

Linda Somerville
Email: linda@straighta.co.uk

Caroline Mendes
Email: caroline@straighta.co.uk

Beata Kuczynska
Email: beata@straighta.co.uk

Responsibilities of the SL and DSLs

The safeguarding team is responsible for:

- Receiving and managing safeguarding concerns.
- Making referrals to appropriate agencies.
- Maintaining safeguarding records.
- Providing advice and support to staff.
- Ensuring safeguarding training is delivered.
- Liaising with external safeguarding agencies.
- Monitoring safeguarding trends and actions.
- Promoting a culture of safeguarding throughout the organisation.

7. Types of Abuse and Harm

Staff should be aware of a wide range of safeguarding concerns including:

Physical Abuse

Deliberately causing physical harm or injury.

Emotional Abuse

Persistent emotional maltreatment affecting emotional development.

Sexual Abuse

Forcing or enticing an individual to participate in sexual activities.

Neglect

Failure to meet a person's basic physical and psychological needs.

Financial Abuse

The misuse or theft of an individual's money, assets or property.

Domestic Abuse

Any incident of threatening, controlling, coercive or violent behaviour between individuals.

Child Criminal Exploitation (CCE)

Where individuals are manipulated or coerced into criminal activity.

Child Sexual Exploitation (CSE)

A form of sexual abuse involving manipulation or coercion.

Online Abuse

Abuse occurring through digital platforms and technology.

Grooming

Building trust with an individual for the purpose of abuse or exploitation.

Modern Slavery and Human Trafficking

The recruitment, transportation or exploitation of individuals through force or coercion.

Female Genital Mutilation (FGM)

Procedures involving the partial or total removal of external female genitalia for non-medical reasons.

Forced Marriage

Marriage conducted without the full and free consent of one or both parties.

Honour-Based Abuse

Abuse carried out to protect perceived family or community honour.

8. Prevent Duty and Radicalisation

Straight A Training recognises its statutory responsibility under the Prevent Duty.

Staff must be alert to signs that a learner may be vulnerable to radicalisation or extremist influences.

Staff will:

- Promote British Values.
- Encourage respectful debate and tolerance.
- Challenge extremist ideologies appropriately.
- Report concerns to the SL or DSL.

British Values

Straight A Training actively promotes:

- Democracy.
- The Rule of Law.
- Individual Liberty.
- Mutual Respect.
- Tolerance of Different Faiths, Beliefs and Cultures.

9. Safer Recruitment

Straight A Training is committed to recruiting staff safely and responsibly through robust recruitment procedures.

Appropriate checks may include:

- Enhanced DBS checks where required.
- Verification of identity.
- Verification of qualifications.
- Right to work checks.
- Employment history checks.
- Reference checks.

All recruitment activities will be conducted in accordance with the Straight A Training Safer Recruitment Policy.

10. Responsibilities of Staff

All staff are required to:

- Prioritise learner welfare.
- Complete safeguarding and Prevent training.
- Read and comply with this policy.
- Remain vigilant to signs of harm.
- Report concerns immediately.
- Maintain professional boundaries.
- Promote a respectful and inclusive culture.

Staff must never ignore, dismiss or delay reporting a safeguarding concern.

11. Reporting Safeguarding Concerns

Any concern regarding the safety or welfare of a learner must be reported immediately to the SL or a DSL.

Staff Must

- Listen carefully.
- Remain calm and supportive.
- Record information accurately.
- Report concerns promptly.
- Follow safeguarding procedures.

Staff Must Not

- Promise confidentiality.
- Investigate allegations.
- Ask leading questions.
- Delay reporting concerns.

Safeguarding concerns should be recorded as soon as possible and no later than 24 hours after disclosure.

12. Responding to a Disclosure

If a learner discloses abuse, staff should:

- Listen carefully.
- Accept what is being said.
- Reassure the learner they have done the right thing.
- Explain that information may need to be shared with safeguarding personnel.
- Make a factual written record.
- Refer immediately to the SL or DSL.

13. Immediate Risk of Harm

If a learner is believed to be in immediate danger:

1. Contact emergency services on 999.
2. Inform the SL or DSL immediately.
3. Record all actions taken.

The safety of the learner must always take priority.

14. Online Safety

Straight A Training recognises the increasing risks associated with online activity.

These include:

- Cyberbullying.
- Online grooming.
- Exposure to extremist content.
- Online fraud.
- Harassment.
- Inappropriate sharing of images or information.

Staff and learners are expected to use technology safely and responsibly.

15. Learner Wellbeing

Straight A Training is committed to supporting learner wellbeing by:

- Promoting positive mental health.
- Encouraging respectful relationships.
- Providing access to guidance and support.
- Creating an environment where learners feel safe to raise concerns.

16. Confidentiality and Information Sharing

Information relating to safeguarding concerns will be handled sensitively and shared only where necessary.

Information may be shared without consent where there is concern that a child, young person or adult at risk may be suffering or at risk of suffering harm.

All information handling will comply with:

- Data Protection Act 2018.
- UK GDPR.
- Relevant safeguarding legislation and guidance.

17. Whistleblowing

All staff have a duty to raise concerns regarding:

- Unsafe practice.
- Professional misconduct.
- Failure to follow safeguarding procedures.
- Risks to learners.

Straight A Training will support staff who raise genuine concerns in good faith and will not tolerate victimisation for whistleblowing.

18. Training

All staff will receive safeguarding training appropriate to their role.

Training will include:

Induction Training

- Safeguarding responsibilities.
- Reporting procedures.
- Prevent Duty.
- Online safety.
- Professional boundaries.

Ongoing Training

- Annual safeguarding updates.
- Refresher training.
- Legislative and regulatory updates.

Training records will be maintained.

19. Record Keeping

Safeguarding records will:

- Be accurate and factual.
- Be stored securely.
- Be kept confidential.
- Be accessible only to authorised individuals.
- Be retained in accordance with legal requirements.

20. Equality, Diversity and Inclusion

Straight A Training is committed to providing an environment free from:

- Discrimination.
- Victimisation.
- Harassment.
- Bullying.

All learners will be treated with dignity, fairness and respect regardless of age, disability, ethnicity, gender, gender identity, religion, belief or sexual orientation.

21. Monitoring and Review

This policy will be reviewed annually or sooner where:

- Legislation changes.
- Regulatory guidance changes.
- Organisational changes occur.
- Lessons are learned from safeguarding incidents.

Approval

Organisation: Straight A Training
Policy Owner: Jayne Raftery
Approved By: Senior Leadership Team
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