SAFEGUARDING POLICY 2025-2026

Glen and our teams work within schools and other education facilities. This policy is to confirm our standard in relation to Safeguarding Children & Vulnerable Adults
Glen recognises the importance of our responsibility and are fully committed to safeguarding and protecting the welfare of Children & Vulnerable Adults.
Glen recognises its duty of care to safeguard children and young people as detailed under the Children Acts 1989 and 2004 and Working Together to Safeguard Children (Department for Education, 2018), Keeping Children Safe in Education (September 2023),specifically part 1. The Government released KCSIE updates from 2022, 2023, 2024 and 2025 on 2nd September 2025

This guidance replaces KCSIE 2024, this policy outlines changes in 2023 and 2024 for reference. Keeping children safe in education 2025
The Department for Education (DfE) published an updated draft version of the statutory safeguarding and child protection guidance for schools in England, Keeping children safe in education (KCSIE) in July 2025 official version released in September 2025. The guidance sets out what schools and colleges in England must do to safeguard and promote the welfare of children and young people under the age of 18.

The guidance sets out what schools and colleges in England must do to safeguard and promote the welfare of children and young people under the age of 18. It is directed at:
• Governing bodies of maintained schools, nursery schools and colleges
• Proprietors of independent schools and non-maintained special schools
• Management of committees of pupil referral units (PRUs)
• Senior leadership teams.

KCSIE Updates for 2025 include:

These include:

- the DfE's Working together to improve school attendance is now statutory guidance
- changes to the list of content risks under online safety, adding in disinformation, misinformation and conspiracy theories
- more information on the DfE guidance on generative artificial intelligence (AI)
- additional information on, and clarity around, alternative provision guidance
- clarity on Virtual School Heads and their non-statutory responsibilities around children in kinship care.

Children who are absent from education.

- The updated guidance makes clear that the DfE's Working together to improve school attendance is now statutory guidance.

Online Safety

- The 2025 guidance adds disinformation, misinformation and conspiracy theories to the list of content risks under online safety. Disinformation is the deliberate

creation and spread of false or misleading content, such as fake news. Misinformation is the unintentional spread of this false or misleading content (Cabinet Office, Department for Science, Innovation and Technology, 2023).

Filtering and Monitoring

- KCSIE 2025 includes a link to the DfE guidance Generative AI: product safety expectations. This guidance on generative artificial intelligence (AI) explains how
- filtering and monitoring requirements apply to the use of generative AI in education and supports schools to use generative AI safely. Generative AI: product safety expectations - GOV.UK

Alternative Provision

- Alternative provision The updated guidance provides additional information to clarify and reflect existing alternative provision guidance, highlighting how schools should:
- gain written confirmation from the alternative provider that appropriate staff safeguarding checks have been carried out, as well as written information about any arrangements that may put the child at risk • have records of the address of the alternative provider and any subcontracted provision or satellite sites the child may attend
- regularly review any alternative provision placements to make sure the placement continues to be safe and meets the child's needs. If safeguarding concerns occur, the placement should be immediately reviewed and ended if necessary.

Virtual heads

- As of September 2024, the role of Virtual School Head includes a non-statutory responsibility to promote the educational achievement of all children in kinship care.

A full list of changes can be found in Annex F of Keeping children safe in education 2025 (DfE, 2025).

Reference Documents and additional information can be found by scanning the QR Code or clicking on the link below:

Scan Me

https://glencleaningltd-my.sharepoint.com/:f:/g/personal/alannorth_glengroupltd_com/ErlvsWMVeFtJuQCwi3Z4idsBw7wI_QeDi-T2YwSKSqGprg?e=1zzJaJ

Prepared By	Reviewed By	Approved By	Version 6
Alan North	Kim Stevens	Ross Barnes	September 2025
Document No: GGL/HR/Policies /Safeguarding/008			

KCSIE Updates for 2024 include:

- amending the definition of 'safeguarding and promoting the welfare of children' in line with Working together to safeguard children 2023[2]
- additional information around when children may require early help, in accordance with the guidance in Working together
- a recommendation for school staff, governors and trustees to use the DfE Data Protection guidance for schools[3] to understand data protection
- clarification that schools continue to be responsible for the safeguarding of pupils they place with an alternative provision provider

KCSIE updates made in 2023 include:

- clarification around the roles and responsibilities of education staff in relation to filtering and monitoring.
- clarification that being absent, as well as missing, from education can be warning sign of a range of safeguarding concerns, including sexual abuse, sexual exploitation, or child criminal exploitation.
- additional information on online pre-recruitment checks for shortlisted candidates
- information on responding to allegations related to organisations or individuals using school premises.

For information about previous updates to this guidance, see our CASPAR briefing:
The purpose of this policy statement is:

- to protect children and young people from harm or maltreatment
- to provide the Glen team with the principles that guide our approach to Safeguarding.
- To ensure Glen employees understand their responsibility and how to report any concerns.

This policy applies to anyone working on behalf of Glen.

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to Safeguard in the Schools and Colleges where Glen operates.
This policy statement should be read alongside other policies and procedures and with any guidance or other related documents provided by our clients, third party trainers IHASCO and within our Glen Aware Toolbox Talk training refresher - See Think Act campaign.

- Role description for the Designated Safeguarding Lead (DSL)
- Code of conduct for employees including the Glen Values.
- Whistleblowing Policy
- Health and Safety Policy
- Modern Slavery Policy

We are committed to:

1. the welfare of all children and young people, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.

2. ensuring we all have a responsibility to help prevent the abuse and neglect of children, young people (those under 18 years of age) and vulnerable adults and to report any such abuse that we discover or suspect.

3. ensuring all allegations, reports or suspicions of abuse will be taken seriously and responded to in a swift and appropriate manner.

4. Recruiting and selecting employees safely, ensuring all necessary checks are made and area auditable. Exercising proper care in the appointment and selection of all those who will work in the same vicinity as children and young people. This includes:

- Enhanced DBS checks.
- Online Searching.
- Ensuring that any third parties working on behalf of Glen are checked and always accompanied.

5. Recording, storing, and using information professionally and securely, in line with data protection legislation and guidance.

6. Keeping up to date with and following UK legislation and good practice recommendations in relation to safeguarding children and young people.

7. Supporting, training, monitoring, and providing supervision to all those who undertake this work and ensuring that they agree to and follow the agreed procedures of our Safeguarding Policy.

8. Building a culture where employees treat each other with respect and are comfortable about sharing concerns.

Role of the Glen Designated Safeguarding Lead

Safeguarding is everyone's responsibility. At Glen we have a Designated Safeguarding Lead (DSL) **Kim Stevens, Business Improvement Director**, kimstevens@glengroupltd.com whose responsibilities include:

- Providing a direct point of contact for any employee who wishes to raise a concern.
- Ensuring all concerns are dealt with in a prompt and secure manner, and in line with our client's procedures.
- Ensuring that any concerns are recorded and managed in an appropriate manner.

Dealing with an allegation of abuse

The abuse of children and young people can take many forms.

- Physical Injury- any injury to a child or young person,
- Neglect - a failure to meet a child or young person's basic needs for food, warmth, protection, and care.
- Emotional Abuse -The persistent, severe emotional ill treatment, or rejection, that severely affects the emotional and behavioural development of a child or young person. This can include cyberbullying.
- Sexual Abuse -The use of a child or young person to meet an adult's sexual needs.

- Domestic abuse has been added to the list of safeguarding issues that all staff should be aware of. The guidance makes it clear that domestic abuse:
  a) can be psychological, physical, sexual, financial, or emotional.
  b) can impact on children through seeing, hearing or experiencing the effects of domestic abuse and/or experiencing it through their own intimate relationships.
  c) 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 2023. As part of this merger, the term "child-on-child abuse" rather than "peer-on-peer abuse" is used throughout the updated guidance.

The most important consideration for Glen employees and our management is to safeguard and promote the welfare of the children and young people.
Any allegation of abuse must be taken seriously, and Glen has a duty to report it to the client and relevant statutory agencies.
Allegations may come from a child, or young person, themselves and may relate to abuse from a family member, or someone outside the family. If a child or young person begins to tell a member of the Glen team about abuse, it is VITAL that you do the following:

- Never promise to keep it a secret and not to tell anyone.
- Listen carefully but do not press for information.
- Reassure the child, or young person, that they have done the right thing by telling someone.
- Report this to KimStevens@glengroupltd.com our dedicated safeguarding lead and the Safeguarding lead at the site where you work. This is confidential information; do not discuss it with anyone else.

Important things to remember:
It is not the responsibility of Glen to investigate the truth of any allegation.
What has been disclosed is very confidential and should only be shared with others on a need-to-know basis. The first person to be told of the abuse may be asked to provide a statement for the Police.
After telling of abuse a child or young person can be distressed, frightened, and worried about what will happen next. They should be reassured that they have done the right thing and should not be left on their own.

The best interest of the child or young person, and the need for the abuse to stop, comes before the interests of the organisation or the abuser.
Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play.

DBS Policy
An Enhanced DBS check is required for all Glen employees who work at Schools, Colleges and other establishments as confirmed by our client.
Everyone in our team who come into contact with children will be vetted and obtain a DBS check,

Documents to be read in conjunction with this Policy are:

- Role description for the Designated Safeguarding Lead (DSL)

- Code of conduct for employees including the Glen Values.
- Whistleblowing Policy
- Health and Safety Policy
- Modern Slavery Policy
- Safeguarding Induction
- Casper Guides in Sharepoint (Guidance Documents)`
- Company Modern Slavery Statement 2025
- Safeguarding Online Searching Policy 2025-2026

Managing Director
Glen Group Ltd

Dated: September 2025

References

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