

Endeavour Safeguarding Policy

Policy Title:	Safeguarding
Effective Date:	September 2024
Review Date:	September 2027 (reviewed annually)
Version:	9
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Role:	Safeguarding Lead, Board of Trustees
Authorised:	September 2026

Ed Thatcher

CEO



September 2026

Dave Poulsom

Chair of Trustees



September 2026

Endeavour Safeguarding Policy

1. Policy Statement

Endeavour is committed to safeguarding and promoting the welfare of all children, young people, and vulnerable adults with whom we work. We recognise that this is everyone's responsibility. Endeavour should be a safe and supportive environment where young people feel respected, valued, and listened to. The safeguarding procedures that staff follow are documented in the safeguarding manual. All staff are required to read them. A record of this is retained through Atlas.

2. Scope

This policy applies to:

- All Endeavour staff, volunteers, trustees, students on placement, and contractors.
 - All children and young people engaged in Endeavour activities, both on and off site, including during residential and outdoor activities.
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3. Safeguarding Context, Governance and Sector Alignment

Endeavour recognises that safeguarding arrangements must be contextualised to the nature of out-of-school provision. As an organisation delivering education and enrichment outside of the traditional school day and/or mainstream school environment, Endeavour acknowledges the specific safeguarding risks associated with out-of-school settings, including but not limited to mixed-age groups, varied attendance patterns, shorter contact periods, referral-based placements, and increased reliance on partnership working with schools, families, and external agencies.

This safeguarding framework has been developed in line with statutory guidance including Keeping Children Safe in Education and Working Together to Safeguard Children, and is also informed by sector best practice as promoted by the Out of School Alliance (OOSA).

4. Governance and Oversight

The Board of Trustees holds **ultimate responsibility for safeguarding and child protection** within Endeavour. Governance responsibilities include ensuring that:

- Safeguarding policies and procedures are robust, up to date, and effectively implemented
- There is appropriate challenge, scrutiny, and oversight of safeguarding practice
- Safeguarding is adequately resourced
- The effectiveness of safeguarding arrangements is reviewed regularly

The Designated Safeguarding Lead (DSL) and Deputy Safeguarding Leads (DSDs) are responsible for the **day-to-day leadership and management of safeguarding**, reporting to senior leadership and the Board as appropriate.

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5. Safeguarding Culture and Professional Curiosity

Endeavour is committed to maintaining a strong safeguarding culture where:

- Safeguarding is everyone's responsibility
- Staff feel confident to raise concerns, challenge practice, and escalate issues
- Professional curiosity is actively encouraged
- The welfare of children and young people is always prioritised

All staff, volunteers, and contractors are expected to remain vigilant and to act promptly on any safeguarding concerns, however small they may appear.

6. Whistleblowing and Escalation

Endeavour promotes a culture of openness and transparency. Where concerns relate to safeguarding practice, staff are encouraged to follow internal reporting procedures. However, Endeavour recognises that there may be circumstances where concerns cannot be addressed internally.

In such cases, staff have a duty to escalate concerns externally, including to:

- The Local Authority Designated Officer (LADO)
- Children's Social Care
- The NSPCC Whistleblowing Helpline

Staff will not be penalised for raising genuine safeguarding concerns, whether internally or externally.

7. Legal Framework

This policy is underpinned by:

- Children Act 1989 and 2004
- Working Together to Safeguard Children
- Keeping Children Safe in Education
- Education Act 2002
- Sexual Offences Act 2003
- Counter-Terrorism and Security Act 2015 (Prevent Duty)
- Data Protection Act 2018 and UK GDPR
- Human Rights Act 1998
- After-school clubs, community activities, and tuition 2026 - safeguarding guidance for providers

This policy will be reviewed annually and updated in line with *Keeping Children Safe in Education* and any other relevant statutory guidance.

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8. Definitions

- **Safeguarding:** Protecting children from maltreatment, preventing impairment of health or development, ensuring safe and effective care, and enabling them to achieve the best outcomes.
 - **Child Protection:** Specific activity undertaken to protect children who are suffering or at risk of suffering significant harm.
 - **Child:** Anyone under 18 years old.
 - **Vulnerable Adult:** A person aged 18+ who is or may be in need of care and support due to disability, age, or illness, and unable to protect themselves from harm or exploitation.
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9. Roles and Responsibilities

9.1 Trustees

- Ensure safeguarding policies and procedures are in place and effective.
- Monitor compliance with legislation and this policy.

9.2 Designated Safeguarding Lead (DSL)

- Overall responsibility for safeguarding within Endeavour, including online safety and understanding the filtering and monitoring systems and processes.
- Provides support and guidance to staff and ensures each member has access to and understands the safeguarding policy and procedures.
- Ensures appropriate referrals are made to statutory services;
 - Suspected abuse and neglect to local authority children's social care
 - Suspected radicalisation to the Channel programme
 - Dismissals or staff leaving due to risk/harm to a child to the Disclosure and Barring Service
 - Suspected criminal activity to the Police
- Keeps detailed, secure, and confidential records of concerns and disclosures, decisions made, and actions taken.
- Liaise with the Local Authority Designated Officers (LADO) for child protection cases concerning a staff member.

9.3 Deputy Designated Safeguarding Lead (DDSL)

- Supports the DSL and acts in their absence, ensuring that there is always an available member of the safeguarding team to discuss safeguarding concerns.

9.4 All Staff and Volunteers

Have a duty to:

- identify and report safeguarding concerns around children and vulnerable adults immediately to the DSL or DDSL.
- undertake regular safeguarding training, including reading Part One of the current *Keeping Children Safe in Education* statutory guidance published by the Department for Education.

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- be aware of procedures for community-based Family Help assessments for the local authority they are working under, including the criteria for accessing Early Help, Family Help, and making referrals to children's social care.
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10. Recognising Abuse

All staff should be alert to the indicators of:

- **Physical abuse** (e.g. physical harm)
- **Emotional abuse** (e.g. emotional harm such as rejection)
- **Sexual abuse** (e.g. child sexual exploitation)
- **Neglect** (e.g. lack of food)

Signs may include unexplained injuries, changes in behaviour, disclosure, or poor hygiene.

Staff will not dismiss abusive behaviour as “normal” between children or young people.

The presence of any of the following should trigger immediate consideration of peer-on-peer abuse and a safeguarding response:

- Any sexual activity involving primary-aged children, which is always a safeguarding concern.
- Sexual activity between secondary-aged young people that is exploitative, coercive, non-consensual, harmful, or characterised by an imbalance of power, including differences in age, maturity, vulnerability, SEND, or social status.
- The sharing of nude or semi-nude images, sexualised communication, or online sexual behaviour where there is evidence of pressure, coercion, exploitation, or lack of consent.

If peer-on-peer abuse is suspected or disclosed we will follow the same procedures as set out for responding to child abuse.

Child criminal exploitation (CCE) involves either physical or emotional abuse from individuals that coerce or manipulate a child to take part in criminal activity; this is covered in more detail in the **child criminal exploitation policy**.

There is a specific legal duty for teaching staff to report known instances of female genital mutilation (FGM) personally to the Police, as well as to through the safeguarding processes at Endeavour; this is covered in more detail in the **female genital mutilation policy**.

Staff should consider risks outside the family home, and in online (virtual) contexts as well as the real world.

Children missing from education may be at an increased risk of exploitation, especially those who have other risk factors such as looked after children. Persistent absences or incidents of absconding will be treated as safeguarding concerns and will be reported as such; this is covered in more detail in the **child missing / absconding policy**.

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11. Reporting and Recording Concerns

Any concern, disclosure must be reported immediately to the DSL/DDSL. It is important that staff follow the reporting procedures set out in the **safeguarding handbook**. To summarise:

- Record only factual information (not supposition or opinion) in a written format as soon as possible after any disclosure, using the exact words of the young person.
- Do not investigate or ask leading questions, and use Tell, Explain, Describe questions to clarify meaning.
- Never promise confidentiality; explain you may need to share the information.

DSL/DDSL will decide next steps, including referrals to Children's Social Care, the Channel programme, or the Police where necessary.

12. Allegations Against Staff

Any allegation (either from young people, Endeavour staff, or an external complaint) that a staff member or volunteer has

- behaved in a way that has harmed a child or may have harmed a child
- possibly committed a criminal offence against them
- behaved in a way that indicates they may pose a risk to children or vulnerable adults
- Behaved in a way that indicates they may not be suitable to work with children (including incidents outside of work, e.g., in family or social settings)

12.1 Immediate Actions

- Do not investigate yourself.
- Report immediately to the Designated Safeguarding Lead (DSL) or, if the allegation concerns the DSL, to the CEO or Safeguarding Trustee.
- The DSL will refer the matter to the Local Authority Designated Officer (LADO) within **1 working day**.
- If a child is at immediate risk, contact the police or social care **without delay**.

12.2 Support

- Support will be offered to both the child and the staff member involved (including access to counselling if needed).
- Endeavour will provide an appropriate **named contact** for the staff member if suspended.

12.3 Whistleblowing

This is covered in more detail in the **whistleblowing policy**. To summarise, Endeavour encourages staff to raise safeguarding concerns or allegations through:

- Their line manager
- The DSL
- Ofsted
- NSPCC Whistleblowing Helpline (0800 028 0285)

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Endeavour is committed to good practice and high standards and to being supportive to staff who raise genuine concerns, even if they turn out to be mistaken.

13. Safer Recruitment

Endeavour operates safer recruitment procedures, including:

- Enhanced DBS checks for all staff and volunteers working with children or vulnerable adults.
- Verification of identity, qualifications, and references for all staff and volunteers working with children or vulnerable adults.
- Adherence to Endeavour's Recruitment Policy and induction process.

This is covered in more detail in the [safer recruitment policy](#).

14. Training and awareness

- All staff and volunteers are required to read and understand Part One of *Keeping Children Safe in Education* as part of annual safeguarding training.
 - All staff will complete safeguarding and child protection training at induction, updated annually.
 - DSL and DDSL will undertake advanced safeguarding training annually and regular interim updates.
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15. Confidentiality and Information Sharing

- Information about safeguarding concerns will be shared only with relevant people in line with the Data Protection Act (DPA) and General Data Protection Regulation (GDPR).
- Staff must understand their legal duty to share information to protect children from harm.

For the avoidance of doubt, the DPA and GDPR do not prevent the sharing of safeguarding concerns to keep children safe and promote their welfare.

16. Online Safety

Endeavour recognises the importance of safeguarding in digital environments.

- Facilities that young people access will have effective filtering and monitoring of the internet
- Concerns around online safety are reported to the DSL/DDSL;
 - instances of online child-on-child abuse (including using generative AI to simulate content)
 - concerns around content accessed (e.g. pornography)
 - contact through online interactions (e.g. grooming)
 - risky behaviour online (e.g. sending nude images)

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- e-commerce (e.g. gambling or financial exploitation)

This is covered in more detail in the **mobile phone use** section of the behaviour policy, **anti-bullying**, and **online safety policies**.

17. Prevent Duty

Staff have a duty to identify and refer concerns relating to radicalisation or extremism. The DSL is the Prevent Lead and will coordinate referrals to the Channel programme if needed.

18. Policy Review

This policy will be reviewed annually to ensure it remains effective, compliant with statutory guidance, and reflective of best safeguarding practice.

19. Contact Details

Endeavour

- Designated Safeguarding Lead: Ed Thatcher – ed.thatcher@endeavour.org.uk, 07912 477937
- Deputy DSL: Hannah Shaw, hannah.shaw@endeavour.org.uk, 07813 937253
- Deputy DSL: Will Hopkins, will.hopkins@endeavour.org.uk, 07960 180384

Sheffield

- Local Authority Designated Officer (LADO): via Sheffield Safeguarding Hub (sheffieldsafeguardinghub@sheffield.gov.uk, 0114 2734855)
- Children's Social Care: Sheffield Safeguarding Hub (sheffieldsafeguardinghub@sheffield.gov.uk, 0114 2734855)
- North Children's Social Care: Sorby House, 42 Spital Hill, Sheffield, S4 7LG; Tel: 0114 203 9591
- East Children's Social Care: Stadia Technology Park, Block D, 60 Shirland Lane, S9 3SP; Tel: 0114 203 7463
- West Children's Social Care: Old Sharrow Junior School, South View Road, S7 1DB; Tel: 0114 273 4491
- Children's Disabilities Service: Floor 6, North Wing, Moorfoot Building, S1 4PL; Tel.: 0114 273 5368
- Fostering and Adoption Services: Floor 7, Eastwing, Moorfoot Building, S1 4PL; Tel.: 0114 273 5075
- Social Care out of hours contact: 0114 273 4855
- LADO (Local Authority Designated Officer): Andrew Adedoyin, LADO, you can ring or email (remember to do this securely) on: 0114 2734855 then select option 1. email LADO@sheffield.gov.uk

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Doncaster

- **Doncaster Children's Social Care:**
 - Safeguarding concern - child at risk report form - City of Doncaster Council (non-urgent online referral form)
 - **Multi Agency Assessment Hub (MASH)** referral line: 01302 737777.(urgent enquiries/concerns)
 - For urgent concerns regarding a child or young person's mental health, please call the duty team on 01302 796191.
 - **Out of hours emergency line:** 01302 796000 (5pm to 8.30am and weekends)
- **Doncaster Safeguarding Children's Partnership (DSCP):**
 - <https://dscp.org.uk/> - general info, includes link to reporting a concern.
 - Procedures re allegations against staff: For further advice, information and referrals please email LADO@doncaster.gov.uk. For urgent enquiries telephone **01302 737332**
 - **LADO Tel:** 01302 737748
LADO Administrator Tel: 01302 737332
Email: LADO@doncaster.gov.uk

External

- **Police:** 101 (non-emergency) or 999 (emergency)
- **Anti-terrorist hotline:** 0800 789 321
- **NSPCC:** 0808 800 500
- **Ofsted:** 0300 123 123
- **Police (non-emergency):** 101 / **Emergency:** 999