



ARK Safeguarding and Child Protection Policy-2025

Introduction

This Safeguarding and Child Protection Policy outlines the commitment of ARK Alternative Education Provision (ARK AEP) to safeguard and promote the welfare of all students. We aim to create a safe and welcoming environment where every student feels valued and protected.

Purpose

The purpose of this policy is to ensure that all staff, volunteers, and stakeholders at ARK AEP understand their responsibilities in safeguarding and protecting children and young people from harm.

Scope

This policy applies to all staff, volunteers, and stakeholders at ARK AEP, including those involved in the delivery of ASDAN qualifications.

Safeguarding Principles

ARK AEP is committed to the following safeguarding principles:

- Ensuring the safety and well-being of all students.
- Promoting a culture of vigilance and accountability.
- Providing a safe and supportive environment for all students.
- Ensuring that safeguarding is everyone's responsibility.

ARK Values

Our safeguarding policy is underpinned by the following ARK values:

- Acceptance: Embracing diversity and promoting inclusion.
- Respect: Treating everyone with dignity and respect.
- Kindness: Fostering a caring and supportive environment.
- Aspirations: Encouraging students to achieve their full potential.
- Empathy: Understanding and responding to the needs of others.
- Positivity: Promoting a positive and optimistic outlook.

Designated Safeguarding Lead

The Designated Safeguarding Lead (DSL) at ARK AEP is responsible for overseeing safeguarding and child protection matters. The DSL is the first point of contact for any safeguarding concerns and ensures that appropriate action is taken in accordance with this policy. The DSL and DDSL support each other in leading and promoting a positive safeguarding culture.

Types of Abuse

Abuse can take many forms, including but not limited to:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Bullying (including cyberbullying)
- Exploitation
- Radicalisation

Reporting Procedures

All staff and volunteers at ARK AEP have a duty to report any safeguarding concerns to the Designated Safeguarding Lead (DSL) immediately. Concerns can be reported verbally or in writing. The DSL will assess the situation and take appropriate action, which may include contacting external agencies. Please refer to ARK Reporting Safeguarding Processes for further information.

Staff Responsibilities

All staff and volunteers at ARK AEP are responsible for:

- Being aware of the signs of abuse and neglect.
- Reporting any concerns to the DSL immediately.
- Attending safeguarding training and keeping up to date with safeguarding policies and procedures.
- Promoting a safe and supportive environment for all students.

Training and Support

ARK AEP is committed to providing regular safeguarding training for all staff and volunteers. The DSL will ensure that all staff are aware of their safeguarding responsibilities and have access to appropriate support and resources. All staff are trained to at least Level 1 in safeguarding. Both the DSL and the DDSL hold a Level 6 Safeguarding Qualification.

Safer Recruitment

ARK AEP follows safer recruitment practices to ensure that all staff and volunteers are suitable to work with children and young people. This includes carrying out background checks, obtaining references, and conducting interviews in accordance with safeguarding guidelines. The DSL and DDSL are responsible for the Single Central Record which must be accurate and up to date.

Record Keeping

Accurate and confidential record keeping is essential for effective safeguarding. The DSL is responsible for maintaining detailed records of all safeguarding concerns, actions taken, and outcomes. These records will be stored securely and only accessible to authorised personnel.

Monitoring and Review

This policy will be reviewed annually by the DSL and the senior leadership team to ensure it remains effective and up to date. Any changes to the policy will be communicated to all staff, volunteers, and stakeholders.

Hull Safeguarding Services

Local Authority Designated Officer (LADO) – Hull

- Purpose: Handles allegations against professionals working with children.
- Contact: 01482 790 933

Early Help – Hull

- Purpose: Supports families with emerging needs to prevent issues from escalating.
- Locality Hub Contacts:
 - North: 01482 828 901
 - East: 01482 708 953
 - West: 01482 305 770
- More Info: [Hull Early Help Family Support](#) 1

Hull Safeguarding Children Partnership

- General Contact: 01482 379 090
 - Website: [Hull SCP](#)2
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East Riding Safeguarding Services

Local Authority Designated Officer (LADO) – East Riding

- Contact: 01482 396 999 (ask for the LADO)
- More Info: Usually available via the East Riding Safeguarding Children Partnership

Early Help – East Riding

- Contact: 01482 395 500
- Email: early.help@eastriding.gov.uk
- More Info: East Riding Early Help

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All ARK staff are trained in ensuring the correct safeguarding process is followed in accordance with staff inductions and staff safeguarding checklist guidance. The DSL and DDSL are responsible for sharing relevant information with Providers and external agencies.

Date updated-21.7.25

Review- 21.7.26