

Kingsbridge Supplementary Safeguarding Policy 2025-26



Date approved	July 2025
Approved by	Trust Board
Date adopted by the Trust	Sep 2025
Review cycle	Annually
Last review date	Sep 2024
Date of next review	Sep 2026
Policy owner	Kingsbridge EIP SCITT
Changes made in last review	This policy has been reviewed in line with updated statutory guidance released Sept 2025 with the main updates being around use of generative AI in schools.

Aims and Values

Our Safeguarding Policy has been created in line with the DfE's 'Keeping children safe in education' (KCSIE) statutory guidance and related legislation and guidance.

The DfE has updated its statutory guidance on 'Keeping children safe in education'. The 2024 version of the guidance will come into force on 1 September 2024. This policy operates in addition to the Trust wider Safeguarding and Child Protection Policy and Procedures.

Kingsbridge EIP SCITT is committed to safeguarding and promoting the welfare of the children within the partnership and expects all staff and trainees to share this commitment.

The aim of the supplementary policy is to ensure that SCITT staff, facilitators and trainees have clear direction about expected behaviour when dealing with safeguarding issues. The health and safety of all the children is paramount. We recognise that children have a fundamental right to be protected from harm and that they cannot learn effectively unless they feel secure.

This policy makes explicit the commitment to the development of good practice and sound procedures. This should ensure that any safeguarding concerns are handled sensitively and professionally and in ways which support the needs of the child.

Common Principles

Kingsbridge SCITT shares the common principles of its partnership institutions, namely;

- The welfare of children and young children is paramount.
- Children and young people should be provided with a safe environment in which to learn.
- All children and young people have a right to freedom from abuse.
- Children and young people have a right to be treated with respect and dignity, as do the adults who work with them.
- It is the responsibility of all adults to safeguard and promote the welfare of children and young people.
- All children and young people must have the opportunity to express their views about decisions taken about their lives.

Disclosure and Barring (DBS) Clearance

Kingsbridge SCITT will undertake Disclosure and Barring Enhanced Clearances and Prohibition for Teaching for trainees to ensure compliance with DfE requirements. All certificate numbers for trainees are kept and will be securely stored on our internal database. A satisfactory check is defined as having no criminal convictions (including cautions, reprimands and final warnings) relevant to the post. All staff or registered trainees must report any subsequent criminal convictions to the Kingsbridge Leadership team. Failure to do so will result in at risk of failure action being taken.

It is the responsibility of the trainee to complete the DBS application correctly.

For those trainees who have not received a clearance certificate from the DBS prior to the start of the course, the SCITT will carry out a DBS check to ensure trainees are not barred from working with

children. If the DBS has not cleared prior to starting the placement, the SCITT will liaise with the placement school and decide on next steps in partnership with the school. The Kingsbridge Leadership team will refer to the Trust's HR Director for guidance on declarations on DBS clearances and in relation to any query.

Procedures

Our staff recruitment policies and practices are rigorous and comply with safer recruitment and selection requirements. We always pursue identity checks and qualification checks and we take up and scrutinise written references. Safeguarding is at the core of all practices at Kingsbridge EIP SCITT. We are committed to safeguarding and protecting the welfare of all children and young people. We always prioritise the needs, safety, well-being and mental health of children, actively promoting the importance of safeguarding the welfare of all children and young people across our partnership.

- All applicants will bring photo ID to their interview to confirm their identity.
- All successful applicants will have an enhanced DBS check before starting the programme. This will be carried out by the SCITT administrator at certain points through the year prior to starting the programme.
- At least one member of each interview panel will have undertaken the Safer Recruitment training.
- All trainees should wear their SCITT identification badges when at the centre and the school's ID badge where they are on placement. The trainee should take a copy of their DBS certificate into their placement schools at the beginning of their placement.
- All trainees will receive Child Protection, Safeguarding and Prevent training during their Induction at Kingsbridge SCITT.
- All placement schools' Safeguarding, Child Protection policies and Code of Conduct must be adhered to by the trainee.
- Trainees need to follow the placement school's policy on taking photographs of children. Personal cameras, personal mobile phones or other personal devices should not be used to take photographs of pupils.
- Kingsbridge centre is based within a host school; trainees must not use personal cameras, personal mobile phones or other personal devices when in the host school.
- Centre-based PSHE training will also provide guidance on identifying children who may be vulnerable for example, through drug or alcohol abuse.
- Centre – based risk assessment training raises awareness of safety issues including e-safety.
- All visitors to the centre should sign in and wear a SCITT visitor's badge
- Trainees are advised that children's names are deleted from work submitted to protect children's anonymity and comply with GDPR regulations regarding personal data.
- All trainees receive an induction visit from the Kingsbridge Lead mentor team to ensure that they are aware of and upholding both the Kingsbridge and placement school's code of conduct including their Safeguarding and Child Protection professional responsibilities.

Training and Development

All trainees will be issued with copies of Working Together to Safeguard Children 2023 and Keeping Children Safe in Education 2024 via Teams in the Summer Term prior to the course starting; these will be referred to and referenced in the Induction training.

All SCITT staff are up to date with safeguarding procedures and national initiatives; they have received up to date safeguarding and child protection training.

SCITT staff are up to date with Safer Recruitment policies and procedures; they engage with regular training to ensure up to date knowledge and understanding.

Kingsbridge leadership team will engage with guidelines shared in KCSIE 2025 on Generative AI and familiarise themselves with product safety expectations to support trainees to use generative artificial intelligence safely, and explain how filtering and monitoring requirements apply to the use of generative AI in education.

Trainees will engage in training sessions that demonstrate the use of AI in school and share potential safeguarding issues and how to overcome them. Trainees will be shown how to use Gemini in order to keep pupil data secure.

All trainees will receive Child Protection, Safeguarding and Prevent training during their Induction at Kingsbridge SCITT, underpinned by the statutory guidance from Working Together to Safeguard Children 2023 and Keeping Children Safe in Education 2024.

The Trust's Safeguarding policy, applicable to Kingsbridge SCITT, inclusive of this supplementary policy, will be made available to all on the SCITT Training Dashboard and on the Kingsbridge website.