

IMPACT ALTERNATIVE LEARNING SAFEGUARDING & LOW-LEVEL CONCERNS – MASTER POLICY

1. SAFEGUARDING PRINCIPLE

Safeguarding is the absolute priority. All concerns, regardless of level, are recorded, reported and assessed. Low-level concerns are treated as early indicators of risk.

2. STATUTORY FRAMEWORK

This policy aligns with KCSIE 2025, Working Together 2023, Equality Act 2010 and Independent School Standards.

3. DEFINITIONS

Low-level concerns are behaviours that do not meet the harm threshold but may indicate emerging risk patterns. Harm threshold includes risk of abuse, criminal behaviour or unsuitability to work with children.

4. IMPACT CONTEXT

Due to SEMH and high-risk cohorts, staff must operate with heightened vigilance. Boundaries must be strictly maintained at all times.

5. ROLES

DSL: Kate Willis. Deputy DSL: Kirsty Lampkin. All staff must report concerns immediately.

6. STAFF BEHAVIOUR EXPECTATIONS

Staff must maintain professional boundaries. No personal contact, no favouritism, no isolated unsupervised interactions.

7. EXAMPLES OF LOW-LEVEL CONCERNS

Over-familiar behaviour, inappropriate language, unnecessary physical contact, private messaging, or blurred professional boundaries.

8. REPORTING PROCESS

All concerns reported immediately to DSL. No delay. No filtering. No assumption.

9. SELF-REPORTING

Staff are expected to report their own behaviour if it may be misinterpreted. This is a safeguarding strength, not weakness.

10. EVALUATION

DSL assesses concern: low-level, pattern, or meets harm threshold. LADO consulted where needed.

11. ESCALATION

Repeated low-level concerns form patterns and are escalated to safeguarding threshold and external agencies.

12. ACTIONS

Low-level → guidance/training. Pattern → monitoring plan. Harm threshold → LADO referral.

13. RECORD KEEPING

All concerns recorded, stored securely, tracked over time to identify patterns.

14. CULTURE

Safeguarding overrides loyalty. Staff must challenge behaviour. Open reporting culture required.

15. DEFENSIBLE POSITION

All actions are evidence-based, recorded, and capable of external scrutiny.

LOW-LEVEL CONCERN FLOW

Stage	Action
Concern	Observed / reported
Report	Immediate DSL
Assess	Low / Pattern / Harm
Action	Monitor / Escalate / Refer
Outcome	Recorded + reviewed

CASE SCENARIOS

Over-familiar staff member

Action: Discuss, record, monitor behaviour

Inappropriate joke

Action: Address immediately, reinforce boundaries

1:1 closed door

Action: Review safeguarding context, reinforce policy

Social media contact

Action: Immediate escalation and investigation