



GREEN VALLEY ACADEMY

Safeguarding and Prevent Policy

Approved: October 2026

DOCUMENT CONTROL

Reference	GVA-06
Policy owner	Wellbeing Team Leader (Designated Safeguarding Lead)
Approved by	Board of Directors — October 2026
Effective from	5 October 2026
Next review	October 2027, and immediately upon any change to statutory guidance
Applies to	All staff, students, Board members, volunteers, contractors and visitors of GVA
Linked documents	Safeguarding and Prevent Policy, Code of Conduct and Implementation Framework (detailed instrument); Safeguarding and Prevent Reporting Form; University of Wolverhampton safeguarding requirements for partner delivery

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1. POLICY STATEMENT

- 1.1** GVA regards the safety and welfare of every student and member of staff as its first institutional duty. GVA shall maintain, resource and enforce arrangements which protect children, adults at risk and the wider community from abuse, neglect, exploitation and radicalisation; shall discharge the Prevent duty under the Counterterrorism and Security Act 2015 proportionately and with respect for lawful freedom of expression; and shall hold every adult who works with its students to a published code of conduct. The Designated Safeguarding Lead is supported by a trained Deputy; every concern is reported to the DSL the same working day, and where any person is in immediate danger staff call 999 first; referral decisions — to social care, the police, the National Referral Mechanism or the Channel program — are made by the DSL alone; allegations against staff go to the Principal, or to the Chair of the Board where they concern the Principal, with the local authority designated officer consulted within one working day where an under-eighteen is involved; and all staff and volunteers are recruited under safer-recruitment principles with enhanced DBS checks recorded on a single central register.

2. WHAT EVERY MEMBER OF STAFF MUST KNOW AND DO

- 2.1** The obligations in this section are personal to every member of staff and volunteer, are covered in induction before any contact with students, and are refreshed in annual training: recognise — be alert to the signs of abuse, neglect, exploitation and radicalisation, remembering that GVA's students include young adults, carers and students under pressure whose vulnerability may not be visible; respond — receive any disclosure calmly and without leading questions, never promise secrecy, and tell the student honestly what will happen next; report — pass every concern to the Designated Safeguarding Lead the same working day using the Safeguarding and Prevent Reporting Form or in person, however small the concern seems, because patterns are visible only centrally; and record — write down what was seen or heard, in the student's own words where possible, with date, time and context, and pass the record to the DSL rather than retaining copies. No member of staff shall ever investigate a concern themselves, confront an alleged abuser, or decide alone that a concern is not serious enough to pass on; the assessment of concerns belongs to the DSL. Staff shall also observe the code of conduct in the detailed instrument at all times — including its requirements on professional boundaries, one-to-one contact, communication with students through approved channels only, and the prohibition on personal relationships between staff and students, which are governed by the Sexual Misconduct, Sexual Harassment and Staff-Student Relationships Policy.

3. THE PREVENT DUTY IN PRACTICE

- 3.1** GVA discharges the Prevent duty with proportionality and care for lawful freedom of expression: a written Prevent risk assessment, reviewed annually by the Safeguarding and Prevent Committee, identifies the risks of radicalisation relevant to GVA's context and the mitigations in place; all staff receive Prevent awareness training so that concerns about a person being drawn into terrorism are recognised and referred to the DSL like any other safeguarding concern, with referral to the Channel programme where

the DSL judges it appropriate; external speakers and events are subject to the approval controls in the detailed instrument, balancing the duty with the importance of open discussion; and the IT acceptable-use arrangements support the duty in accordance with the detailed instrument. Prevent concerns are handled through the safeguarding structure, not as a parallel system, and never based on race, religion or lawful opinion alone.

4. OPERATION, PARTNERSHIP AND GOVERNANCE

- 4.1** The full operating instrument — legal framework, categories of harm, the staff code of conduct, disclosure-handling, referral processes with flowcharts, the Prevent risk assessment and external-speaker controls, training matrix, records and the annual implementation calendar — is GVA's Safeguarding and Prevent Policy, Code of Conduct and Implementation Framework, which is approved by the Board and binding on all staff; this Tier 1 policy states the commitments from which that instrument may never depart. Because GVA's students are registered students at the University of Wolverhampton, GVA shall notify the University, through the agreed partnership route and within data protection law, wherever a registered student is judged at significant risk, and shall cooperate fully with the University's safeguarding requirements for partner-delivered provision. The Safeguarding and Prevent Committee monitors operation termly; the DSL reports annually to the Board of Directors; a named safeguarding link governor provides independent challenge; and this policy is reviewed annually and immediately upon changes in statutory guidance, the stricter standard applying in any interim.