

# Safeguarding Policy for King's Evangelical Divinity School

Version: 1.2 (Feb 2024)

Owner: School Principal

## Contents

### Contents

- Safeguarding Policy for King's Evangelical Divinity School ..... 1
- Introduction ..... 1
- Scope of the Policy..... 2
- Procedures for Reporting Concerns..... 2
  - Contacts for Reporting..... 2
  - Reporting Process ..... 2
  - External Reporting Options..... 3
  - Confidentiality and Recording..... 3
- Training and Awareness ..... 3
- Responsibilities ..... 4
  - Collaboration ..... 4
- Continuous Improvement..... 4
- Monitoring and Review ..... 5

## Introduction

This policy sets out the purpose, aims, and practices concerning safeguarding at King's Evangelical Divinity School (KEDS). KEDS is committed to safeguarding the well-being of all students, staff, visitors any other member of our community, recognising that everyone should feel safe, respected, valued, and is able to seek help, support and assistance where required. KEDS is dedicated to fostering an environment where all people can work, study and collaborate without fear of harm.

The associated Safeguarding Protocols outline the steps staff should take to ensure that safeguarding protocols are followed. It is intended to support compliance with the legal

duties placed on the KEDS by the Safeguarding Vulnerable Groups Act 2006 (as amended) and the Equality Act 2010.

At KEDS, we seek to ensure a culture of safety, care and respect, and by doing so we uphold the values of our Christian faith and foster an environment conducive to spiritual development.

## Scope of the Policy

This Safeguarding Policy applies to all members of the KEDS community, including students, staff, trustees, volunteers, visitors, and external parties working within our school. The policy encompasses all environments associated with the school, whether online or physical or onsite situations.

Safeguarding refers to the actions and processes taken to protect people from physical, emotional, and sexual abuse, neglect, and exploitation. It involves enabling a culture of safety, understanding, support, and open communication. To foster such a culture means implementing appropriate training and support as well as adopting procedures to identify and respond to concerns promptly and effectively.

There are many different types of abuse. These can include sexual abuse, physical abuse, psychological or mental abuse, discriminatory abuse, modern slavery, neglect, harassment, grooming, radicalisation or bullying. Understanding what these are these can enable members of the KEDS community to recognise potential harmful situations and act appropriately.

## Procedures for Reporting Concerns

This section outlines the procedures for reporting concerns and the steps we take to address them.

### Contacts for Reporting

You can report your concern to any of the following individuals, who have a responsibility to ensure it is handled correctly:

- **Principal:** Dr Anthony Royle ([anthony.royle@kingsdivinity.org](mailto:anthony.royle@kingsdivinity.org)) (Designated Safeguard lead)
- **Director of Operations:** Dr Andy Cheung ([andy.cheung@kingsdivinity.org](mailto:andy.cheung@kingsdivinity.org)) (Deputy Safeguard lead)
- **Dean of Students:** Dr Stephen Vantassel ([stephen.vantassel@kingsdivinity.org](mailto:stephen.vantassel@kingsdivinity.org))
- **Trustees:** [TBD Trustees' contact information]

### Reporting Process

**Initial Response:** When you report a concern, you will receive an acknowledgment within 72 business hours. We will listen to your concern carefully and answer any questions you may have about the reporting process.

**Investigation:** Depending on the nature of the concern, an investigation may be conducted. This may involve interviews with relevant individuals, gathering evidence, and consulting with external experts. You will be kept informed of the progress of the investigation, but we may not be able to share specific details due to confidentiality concerns.

**Potential Outcomes:** Based on the findings of the investigation, several outcomes are possible:

**a) No further action:** If the investigation determines that no wrongdoing occurred, or the concern is deemed unfounded, no further action will be taken.

**b) Disciplinary action:** If the investigation finds that a violation of School policies or the law has occurred, appropriate disciplinary action will be taken. This may range from warnings to suspension or expulsion.

**c) Referral to external authorities:** If the concern involves criminal activity or child abuse, it will be reported to the appropriate authorities.

## External Reporting Options

If you feel uncomfortable reporting your concern to the School, you can also report it to The University of Chester ([studentservices@chester.ac.uk](mailto:studentservices@chester.ac.uk))

## Confidentiality and Recording

We will treat all reports of concern with sensitivity and confidentiality. However, please be aware that we may be required to disclose some information in certain circumstances, such as if there is a risk of harm to yourself or others, or if required by law.

All incidents are meticulously recorded and securely maintained in strict accordance with the General Data Protection Regulation (GDPR). Our commitment to data privacy and security ensures that each recorded incident is handled with the utmost care and in compliance with GDPR principles. This comprehensive approach includes capturing essential details such as the incident's date, time, and location, as well as identifying the parties involved. The records provide a detailed account of the event, specifying the nature of the personal data implicated and outlining the steps taken to address and mitigate the incident.

## Training and Awareness

King's Evangelical Divinity School is committed to fostering a safe and respectful environment for all members of our community. This includes students, faculty, staff, and

volunteers. It is crucial that everyone understands their role in safeguarding others and reporting concerns properly.

The school will ensure that staff and trustees receive appropriate training and support to help enable and maintain a safe work and studying environment.

## Responsibilities

**Everyone** has a responsibility to:

- Be aware of and understand the safeguarding policy and procedures.
- Report any concerns about the safety or wellbeing of individuals in the community.
- Create a safe and inclusive environment for all.
- Challenge inappropriate behaviour and speak up if you see something.

Specific roles may have additional responsibilities:

**Trustees and Staff:** Be vigilant and proactive in identifying, reporting and following-up with potential safeguarding concerns, maintaining appropriate professional boundaries, and supporting people who disclose abuse.

**Students:** Report any concerns about your own safety or the safety of others, using reporting channels appropriately.

## Collaboration

We will work collaboratively with relevant external agencies, such as our validating university, partner organisations, the police, social services and other third parties as appropriate.

## Continuous Improvement

We will regularly review and update this safeguarding policy and associated processes to ensure they remain effective.

We will monitor safeguarding incidents and trends to identify any areas for improvement.

We will listen to feedback from students, staff, and others to ensure our safeguarding practices meet the needs of our community.

We are committed to continuous improvement and review of our safeguarding practices to ensure they remain effective and reflect best practice. By working together, we can create a safe and inclusive environment where everyone feels empowered to learn, grow, and flourish.

# **Monitoring and Review**

The safeguarding policy will be reviewed periodically by the KEDS management team. This document is owned by the School Principal.

The version was approved and adopted February 2024.