



Safeguarding Policy

Inventors & Makers aim to raise the profile of STEM subjects for children from a young age, to best prepare them for tomorrow's world. To do this we run hands-on STEM workshops, clubs and classes in primary schools, nurseries and other settings.

Purpose & Scope

The purpose of this policy statement is:

- To protect children and young people who receive Inventors & Makers' services from harm.
- To provide staff, contractors, franchisees and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Inventors & Makers, including senior managers, paid staff, contractors, franchisees and their agents, volunteers, agency staff and students.

Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England and Wales. A summary of the key legislation and guidance is available from [nspcc.org.uk/childprotection](https://www.nspcc.org.uk/childprotection).

Supporting Documents

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents:

- Recognising Abuse Guidance (Appendix 1)
- Responding to & Reporting Concerns of Abuse Guidance (Appendix 2)

- Managing Allegations against Staff and Volunteers (Appendix 3)
- Photography and Sharing images Guidance (Appendix 4)
- Staff/Contractor Handbook (as provided during induction)
- Behaviour Policy (as found on footer of [website](#))
- Safer Recruitment Policy (available on request and provided to all franchisees)
- Online Safety Policy (as found on footer of [website](#))
- Complaints Policy (as found on footer of [website](#))
- Health & Safety Policy (as found on footer of [website](#))

We believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

The welfare of children is paramount in all the work we do and in all the decisions we take

Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare

All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse

Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues

Extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse.

Find out more about:

- [Safeguarding children who come from Black, Asian and minoritised ethnic communities](#)
- [Safeguarding Deaf and disabled children and young people](#)
- [Safeguarding LGBTQ+ children and young people](#)

- [Safeguarding children with special educational needs and disabilities \(SEND\)](#)

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting them
- Appointing a nominated child protection lead for children and young people, a deputy and a lead trustee/board member for safeguarding
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- Recording and storing and using information professionally and securely, in line with data protection legislation and guidance [more information about this is available from the Information Commissioner's Office: ico.org.uk/fororganisations]
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions
- Making sure that children, young people and their families know where to go for help if they have a concern
- Using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- Ensuring that we have effective complaints and whistleblowing measures in place
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

Contact Details

Nominated child protection lead

Name: Laura Cross

Phone/email: laura@inventorsandmakers.com / 07811 952253

Contact Numbers

Social Care: (020) 8825 8000

Social Care out of hours contact: (020) 8825 8000 or 5000

LADO (Local Authority Designated Officer): Kogie Perumall (aap@ealing.gov.uk / child.protection@ealing.cjsm.net 020 8825 8930)

LSCB (Local Safeguarding Children Board): Ealing Safeguarding Children Board, 020 8825 8000

Local Authority Prevent Co-ordinator: Ealing Prevent, 020 8825 9849

Police: 101 (non-emergency) or 999 (emergency)

Anti-terrorist hotline: 0800 789 321

NSPCC: 0808 800 500

Ofsted: 0300 123 1231

This policy was adopted by Inventors & Makers	Date: 5 April 2022 Reviewed: 10 April 2025
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To be reviewed: 10 April 2026	Signed: Laura Cross
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Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2017): Safeguarding and Welfare Requirements: Managing behaviour [3.52–3.53]*.

Appendix 1 – Recognising Abuse Guidance

The following guidance is to be read alongside Safeguarding Training undertaken.

Child Abuse and Neglect

Child abuse is any form of physical, emotional or sexual mistreatment or lack of care that leads to injury or harm. An individual may abuse or neglect a child directly, or by failing to protect them from harm. Some forms of child abuse and neglect are listed below.

- **Emotional abuse** is the persistent emotional maltreatment of a child so as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel that they are worthless, unloved, or inadequate. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.
- **Physical abuse** can involve hitting, shaking, throwing, poisoning, burning, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may be also caused when a parent or carer feigns the symptoms of, or deliberately causes, ill health to a child.
- **Sexual abuse** involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This can involve physical contact, or non-contact activities such as showing children sexual activities or encouraging them to behave in sexually inappropriate ways.
- **Neglect** is the persistent failure to meet a child's basic physical and emotional needs. It can involve a failure to provide adequate food, clothing and shelter, to protect a child from physical and emotional harm, to ensure adequate supervision or to allow access to medical treatment.

Signs of child abuse and neglect

Signs of possible abuse and neglect may include:

- significant changes in a child's behaviour
- deterioration in a child's general well-being
- unexplained bruising or marks
- comments made by a child which give cause for concern
- reasons to suspect neglect or abuse outside the setting, eg in the child's home, or that a girl may have been subjected to (or is at risk

of) female genital mutilation, or that the child may have witnessed domestic abuse

- inappropriate behaviour displayed by a member of staff, or any other person. For example, inappropriate sexual comments, excessive one-to-one attention beyond the requirements of their role, or inappropriate sharing of images.

Peer-on-peer abuse

Children are vulnerable to abuse by their peers. Peer-on-peer abuse is taken seriously by staff and will be subject to the same child protection procedures as other forms of abuse. Staff are aware of the potential uses of information technology for bullying and abusive behaviour between young people.

Staff will not dismiss abusive behaviour as normal between young people. The presence of one or more of the following in relationships between children should always trigger concern about the possibility of peer-on-peer abuse:

- Sexual activity (in primary school-aged children) of any kind, including sexting
- One of the children is significantly more dominant than the other (eg much older)
- One of the children is significantly more vulnerable than the other (eg in terms of disability, confidence, physical strength)
- There has been some use of threats, bribes or coercion to ensure compliance or secrecy.

If peer-on-peer abuse is suspected or disclosed

We will follow the same procedures as set out above for responding to child abuse.

Extremism and radicalisation

All childcare settings have a legal duty to protect children from the risk of radicalisation and being drawn into extremism. There are many reasons why a child might be vulnerable to radicalisation, eg:

- feeling alienated or alone
- seeking a sense of identity or individuality
- suffering from mental health issues such as depression
- desire for adventure or wanting to be part of a larger cause
- associating with others who hold extremist beliefs

Signs of radicalisation

Signs that a child might be at risk of radicalisation include:

- changes in behaviour, for example becoming withdrawn or aggressive
- claiming that terrorist attacks and violence are justified
- viewing violent extremist material online
- possessing or sharing violent extremist material

If a member of staff suspects that a child is at risk of becoming radicalised, they will record any relevant information or observations on a **Logging a Concern** form, and refer the matter to the Designated Safeguarding Lead.

Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE)

Both CSE and CCE are forms of abuse that occur where an individual or group takes advantage of an imbalance in power to coerce, manipulate or deceive a child into taking part in sexual or criminal activity, in exchange for something the victim needs or wants, and/or for the financial advantage or increased status of the perpetrator or facilitator and/or through violence or the threat of violence. CSE and CCE can affect children, both male and female and can include children who have been moved (commonly referred to as trafficking) for the purpose of exploitation.

Child Sexual Exploitation (CSE)

CSE is a form of child sexual abuse. Sexual abuse may involve physical contact, including assault by penetration (for example, rape or oral sex) or nonpenetrative acts such as masturbation, kissing, rubbing, and touching outside clothing. It may include non contact activities, such as involving children in the production of sexual images, forcing children to look at sexual images or watch sexual activities, encouraging children to behave in sexually inappropriate ways or grooming a child in preparation for abuse including via the internet.

CSE can occur over time or be a one-off occurrence and may happen without the child's immediate knowledge for example through others sharing videos or images of them on social media.

CSE can affect any child who has been coerced into engaging in sexual activities. This includes 16- and 17-year-olds who can legally consent to have sex. Some children may not realise they are being exploited for example they believe they are in a genuine romantic relationship.

Child Criminal Exploitation (CCE)

Some specific forms of CCE can include children being forced or manipulated into transporting drugs or money through county lines, working in cannabis factories, shoplifting, or pickpocketing. They can also be forced or manipulated into committing vehicle crime or threatening/committing serious violence to others.

Children can become trapped by this type of exploitation, as perpetrators can threaten victims (and their families) with violence or entrap and coerce them into debt. They may be coerced into carrying weapons such as knives or begin to carry a knife for a sense of protection from harm from others. As children involved in criminal exploitation often commit crimes themselves, their vulnerability as victims is not always recognised by adults and professionals, (particularly older children), and they are not treated as victims despite the harm they have experienced. They may still have been criminally exploited even if the activity appears to be something they have agreed or consented to. 39. It is important to note that the experience of girls who are criminally exploited can be very different to that of boys. The indicators may not be the same, however professionals should be aware that girls are at risk of criminal exploitation too. It is also important to note that both boys and girls being criminally exploited may be at higher risk of sexual exploitation.

Domestic Abuse

Domestic abuse can encompass a wide range of behaviours and may be a single incident or a pattern of incidents. That abuse can be, but is not limited to, psychological, physical, sexual, financial or emotional. Children can be victims of domestic abuse. They may see, hear, or experience the effects of abuse at home and/or suffer domestic abuse in their own intimate relationships (teenage relationship abuse). All of which can have a detrimental and long-term impact on their health, well-being, development, and ability to learn.

Female Genital Mutilation (FGM)

Whilst all staff should speak to the designated safeguarding lead (or a deputy) with regard to any concerns about female genital mutilation (FGM), there is a specific legal duty on teachers.

If a teacher, in the course of their work in the profession, discovers that an act of FGM appears to have been carried out on a girl under the age of 18, the teacher must report this to the police.

Appendix 2 – Responding to & Reporting Concerns of Abuse Guidance

Inventors & Makers will respond promptly and appropriately to all incidents or concerns regarding the safety of a child that may occur.

Our child protection procedures comply with all relevant legislation and with guidance issued by the Local Safeguarding Children Board (LSCB).

Dealing with Disclosures

When a child makes a disclosure to a member of staff, that member of staff will:

- reassure the child that they were not to blame and were right to speak out
- listen to the child but not question them
- give reassurance that the staff member will take action
- record the incident as soon as possible (*see Logging an incident below*).

If a member of staff witnesses or suspects abuse, they will record the matter straightaway using the **Logging a Concern** form.

If a third party expresses concern that a child is being abused, we will encourage them to contact Social Care directly. If they will not do so, we will explain that we are obliged to and the incident will be logged accordingly.

Identifying the Appropriate DSL

There is a designated safeguarding lead (DSL) available at all times while the workshops and classes are in session. The DSL coordinates child protection issues and liaises with external agencies (eg Social Care, LSCB and Ofsted).

Where workshops and clubs are run within a school or nursery setting the setting's usual DSL is the person responsible within that setting. All Inventors & Makers employees, franchisees, contractors and other agents are responsible for identifying and reporting to this person as DSL.

Where this is not the case, or there is concern that the setting's DSL may not take the appropriate action, the designated safeguarding lead at Inventors & Makers is Laura Cross.

Any employee, franchisee, contractor or other agent can alternatively contact the NSPCC helpline on the number shown below.

Logging a Concern

All information about the suspected abuse or disclosure, or concern about radicalisation, will be recorded on the **Logging a Concern** form as soon as possible after the event. The record should include:

- date of the disclosure, or the incident, or the observation causing concern
- date and time at which the record was made
- name and date of birth of the child involved
- a factual report of what happened. If recording a disclosure, you must use the child's own words
- name, signature and job title of the person making the record.

The record will be given to the DSL who will decide on the appropriate course of action.

For concerns about **child abuse**, the LSO will contact Social Care. The DSL will follow up all referrals to Social Care in writing within 48 hours. If a member of staff thinks that the incident has not been dealt with properly, they may contact Social Care directly.

For minor concerns regarding **radicalisation**, the DSL will contact the Local Safeguarding Children Board (LSCB) or Local Authority Prevent Co-ordinator. For more serious concerns the DSL will contact the Police on the non-emergency number (101), or the anti-terrorist hotline on 0800 789 321. For urgent concerns the DSL will contact the Police using 999.

Appendix 3 – Managing Allegations against Staff and Volunteers

If anyone makes an allegation of child abuse against a member of staff:

- The allegation will be recorded on an **Incident Record** form. Any witnesses to the incident should sign and date the entry to confirm it.
- The allegation must be reported to the Local Authority Designated Officer (LADO) and to Ofsted. The LADO will advise if other agencies (eg police) should be informed, and the Club will act upon their advice. Any telephone reports to the LADO will be followed up in writing within 48 hours.
- Following advice from the LADO, it may be necessary to suspend the member of staff pending full investigation of the allegation.
- If appropriate, a referral will be made to the Disclosure and Barring Service.

Appendix 4 - Photography and Sharing images Guidance

Photographs will only be taken of children with their parents' permission.

Only the class or workshop leader's camera will be used to take photographs of children at the classes and these will be deleted and put into a secure class folder at the end of each session.

Photographs will only be shared on social media, marketing materials or our website where express permission has been given direct to us by the parent of the child or by the school or nursery who have previously obtained this permission from the parent.

Where a child's photograph is shown on social media this shall never be in a way to identify them by name.

Live Virtual Classes

Our live virtual classes are only open to registered participants. We monitor all attendees and have recording features turned off for participants. It is at the discretion of parents as to whether to turn their video on. Sometimes we will be recording classes and parents will be made aware of this. We will not share recordings with other parents where any children can be seen.