Safeguarding at Langley Grammar School

October 2026

Safeguarding Statement

At Langley Grammar School the health, safety and wellbeing of all students is of paramount importance.

One of our main responsibilities is the protection of the students in our care and the provision of a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of each individual.

Reviewed by	**Headteacher, Designated Safeguarding Lead**	**Date**	**Sept 2026**
Approved by	**Governing Board**	**Date**	**Oct 2026**
Next Review	**Headteacher, Designated Safeguarding Lead**	**Date**	**July 2027**

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Safeguarding at Langley Grammar School

At Langley Grammar School the wellbeing and safety of all students is of paramount importance. The Governing Board takes seriously its responsibility under Section 175 of the Education Act (2002) to safeguard and promote the welfare of children; and to work together with other agencies to ensure adequate arrangements to identify, assess, and support those children who are suffering harm.

We recognise that all adults, including temporary staff[1], volunteers and governors, have a full and active part to play in protecting our pupils from harm, and that the child's welfare is our paramount concern. All staff at Langley Grammar School should provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of each individual.

The Teaches' Standards (2012) state that teachers, including headteachers, should safeguard children's wellbeing and maintain public trust in the teaching profession as part of their professional duties. We recognise that the teachers and other adults at the school are well placed to observe young people and acknowledge that safeguarding incidents could happen anywhere. Consequently, all staff should be alert to possible concerns, however they are raised, and note any signs and symptoms that could lead to the early detection of child abuse.

The mutual respect, trust and confidence that develop between staff and students can lead to students wanting to discuss abuse that is occurring at home and elsewhere. Although we need to encourage partnership between home and School, the school acknowledges that the protection of the child or young person is paramount. Parents and/or carers, students and staff should be aware that the School must take any reasonable action to ensure the safety of students and there may be occasions when outside agencies are consulted before parents and/or carers.

We keep up to date with national guidelines and key issues. Statutory guidance is provided in the Department for Education's document ***Keeping Children Safe in Education.***

In order to ensure this responsibility is discharged effectively, a range of policies and procedures have been put into place. These are summarised in the rest of this document.

Local Safeguarding Partnerships

The school works with the relevant local safeguarding partners and other agencies to safeguard and promote the welfare of children. Under Working Together to Safeguard Children 2026, the three statutory safeguarding partners in each local area are the local authority, the integrated care board and the police, who have a shared responsibility for local multi-agency safeguarding arrangements.

Langley Grammar School is located within the area covered by the Slough Safeguarding Partnership and follows its published local safeguarding arrangements, procedures and thresholds. As the school also educates students who live in other local authority areas, staff will work with the relevant safeguarding partnership and children's services for the child's home area where appropriate.

Further information about safeguarding arrangements in Slough is available from the Slough Safeguarding Partnership website: https://www.sloughsafeguardingpartnership.org.uk

[1] Wherever the word "staff" is used, it covers ALL staff on site, including ancillary supply and self-employed staff, contractors, volunteers working with children etc, and governors

1. Safeguarding concerns or allegations about staff and volunteers

Given their contact with young people, adults working in or on behalf of the school may be the subject of safeguarding concerns or allegations. Staff must report any safeguarding concern about a member of staff, supply teacher, trainee teacher, volunteer or contractor in accordance with the school's procedures.

Concerns which may meet the harm threshold and low-level concerns are managed through different procedures, but all concerns should be shared promptly. Further details can be found in the *Allegations against Staff and Volunteers Policy*, *Staff Code of Conduct* and *Safeguarding and Child Protection Policy*.

2. Anti-bullying

Bullying involves any repeated action on the part of one or more persons that victims find extremely hurtful. The above definition excludes events that are one-off incidents where students have not realised the significance of their actions.

Bullying can take different forms and can range on a spectrum from the blatant to the exceptionally subtle. We are committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere. Bullying or harassment of any kind is **unacceptable**. If bullying does occur, all students should be able to report it in the knowledge that incidents will be dealt with promptly and effectively.

Anyone who knows that bullying is happening to themselves or anyone else is encouraged and expected to inform their teachers, Student Support, Phase Leaders, the safeguarding team or another trusted adult, or use one of the other channels provided. The school's *Behaviour for Learning Policy* provides further details on how bullying is managed in the school.

3. Attendance

We believe it is vitally important that students attend school at all times, attending every session unless prevented by something beyond a parent or carer's control. Attendance contributes significantly to students making effective progress in their school work. We expect a high level of attendance and punctuality and adhere to the DfE's August 2024 statutory guidance ***Working Together to improve school attendance.***

The ***Attendance Policy*** notes that section 437 of the Education Act (1996) requires parents or guardians to ensure their children receive efficient, full-time education, either by regular attendance at school or otherwise. If there is no notification of a reason why a student is not in school, a text or email is automatically sent to parent or carers and a response is expected from those contacted. If no response is received further action may be taken in line with the DfE statutory guidance.

We would not normally agree leave of absence for family holidays that are taken outside of the published school holiday dates. We reserve the right to work with the Local Authority if attendance or punctuality becomes a cause for concern. Penalty notices may be issued in accordance with section 444A of the Education Act 1996 and current statutory guidance.

Poor, prolonged or repeated absence may be an indicator of vulnerability or safeguarding concerns. Pastoral staff will remain alert to patterns of absence, particularly for students known to be vulnerable.

4. Behaviour for Learning

Staff, students and governors of Langley Grammar School agree that positive and acceptable behaviour is based on respect for others, good manners and courtesy, and attitudes and behaviour which support

learning. Unacceptable behaviour includes behaviour which insults, abuses, threatens, intimidates or injures others, or disrupts learning. Changes in behaviour may indicate an underlying safeguarding concern and staff must remain alert to this when responding to behaviour incidents. Further details, including arrangements for searching, confiscation and restrictive intervention, can be found in the *Behaviour for Learning Policy*.

5. Child Protection

All staff receive safeguarding and child protection training on appointment and regular updates thereafter. Staff are required to read Part One of the current version of *Keeping Children Safe in Education* annually and are kept informed of emerging national and local safeguarding issues through training, briefings and other updates.

All staff must know how to respond to a safeguarding concern or disclosure and how to report concerns about the conduct of an adult working in or on behalf of the school. Further details are set out in the *Safeguarding and Child Protection Policy*, *Staff Code of Conduct* and *Whistle Blowing Policy*.

6. Child Sexual Exploitation (CSE), Child Criminal Exploitation (CCE), Honour-based abuse (HBA)

All staff receive safeguarding training and/or updates which include Child Sexual Exploitation, Child Criminal Exploitation and honour-based abuse, including forced marriage and Female Genital Mutilation (FGM). Further details can be found in the ***Safeguarding and Child Protection Policy.***

7. Child on Child abuse

It is recognised that children can abuse other children. Child-on-child abuse can take many forms, including bullying and discriminatory behaviour, abuse within intimate relationships, physical abuse or threats, sexual violence and sexual harassment, sharing of nudes and semi-nudes including digitally altered or AI-generated images, and initiation or hazing-type behaviour. All child-on-child abuse is unacceptable and will be taken seriously. Further details can be found in the *Safeguarding and Child Protection Policy*.

8. Curriculum

The curriculum at Langley Grammar School supports the safeguarding of all students. Within the area of PCS (Personal and Citizenship Studies) issues such as drugs awareness, sex and safety within relationships are introduced, discussed, explored and developed at a level relevant to age.

Additionally, personal safety alongside health and safety issues are explicitly taught within subjects where this is necessary; examples include D&T (tools and equipment), ICT (online safety), health issues in science, and PE (use of equipment).

The school has a policy and programme for **Relationships and Sex Education** (RSE) which meets statutory requirements.

9. Drug and Substance Misuse

Students are provided with age-appropriate education about alcohol, drugs and other substances to support them in making safe and informed choices. The possession, use or supply of controlled or other

unauthorised substances is not acceptable. This includes alcohol, tobacco and nicotine products such as vapes and nicotine pouches, illegal drugs and new psychoactive substances. Where substance use, possession or supply raises a safeguarding concern, including possible coercion or exploitation, staff must refer the matter through the school's safeguarding procedures.

The school operates a no smoking policy on the school site.

Further details of the school's approach to dealing with the misuse of drugs or alcohol can be found in the Alcohol and Drugs Policy.

10. Educational Visits

The school has a strong commitment to the value of learning beyond the school premises and outside the normal school day. All educational visits are appropriately planned, risk assessed and authorised in accordance with the *Educational Visits Policy* and *Educational Visits Handbook*. Each visit has an approved Visit Leader with overall responsibility for the safety and supervision of participants. Staff and volunteers accompanying visits must follow the school's safeguarding expectations and appropriate safeguarding checks and risk assessments are undertaken where required.

11. Equal Opportunities

We aim to achieve an ethos of inclusion, openness and tolerance which welcomes everyone to the school community and encourages mutual respect aligned with the 2010 Equality Act. We undertake to make reasonable adjustments to ensure access for students, staff and visitors (including parents) with disabilities. This not only includes physical access, but takes account of wider access to school information and activities.

All members of the Langley Grammar School community are valued and students' views are actively encouraged and respected. Students are given an effective voice through the School Council and other leadership opportunities. Langley Grammar School aims to meet Equality Objectives as defined by the PSED (***Public Sector Equality Duty***) and can be viewed on the school website.

Further information about the school's approach to equality issues can be found in the ***Equality Policy.***

12. Extremism and Radicalisation

The school has a vital role to play in protecting students from the risks of extremism and radicalisation and recognises its duty under the Counter-Terrorism and Security Act 2015 to have due regard to the need to prevent people from being drawn into terrorism. This is known as the 'Prevent' duty. Staff are provided with training to help them understand what is meant by extremism and radicalisation and the indicators that may suggest a student is in danger of being radicalised. Staff are made aware of the procedures they should follow if they have a concern.

Further details can be found in the ***Safeguarding and Child Protection Policy.***

13. Health and Safety

The school offers a safe, secure and healthy environment for its staff, students and any visitors to its site, including governors, parents and contractors. The ***Health and Safety Policy*** is overseen by the Governors, the Headteacher and the Senior Leadership Team and is monitored regularly by the School Business Manager and his team.

Staff are reminded that it is everyone's responsibility to ensure that any Health and Safety issues are referred as soon as possible to the team of site supervisors who work to assess any situations that are

reported. Their aim is to rectify any concerns as soon as possible. Termly reporting to Governors ensures that progress is constantly being made in this area.

To reinforce the correct procedures, a fire drill that involves the whole school takes place at least annually. An annual Fire Risk Assessment maintains standards. A Critical Incident Plan sets out clear emergency procedures for relevant staff. The monitoring of risk assessments, the monitoring of water quality and regular hazard inspections are part of the Health and Safety procedures for the school.

14. First Aid and Medical Conditions

The school has clear procedures for the **administration of first aid** and the **control of medicines**. The school maintains a list of staff trained who hold the HSE First Aid at Work Certificate and the HSE Emergency First Aid at Work Certificate. Other staff have undertaken basic first aid training. There are First Aid kits throughout the school, with some in every building in the school, and one in each of the mini buses. The contents of these are monitored by the Student Manager responsible for First Aid.

When a student is unwell or has an accident, the first port of call is the Student Support office. The student is assessed by a trained member of staff and remedial action undertaken. If necessary, an ambulance will be called. All incidents are logged in an accident book. For head injuries, a 'Head Note' is issued and a parent is notified.

The school will only administer medicines if an appropriate form has been completed; this includes the administering of allergy-related medicines e.g. EpiPens or asthma–related medicine. Dates for such medicines are tracked and parents are informed up to 3 months prior to them reaching their end dates so that new medicine can be ordered and left with the school. If a student is suffering from a specific illness that requires specific attention, parents are asked to meet with Phase Leaders and a care plan is created. It is required that parents will keep the school up to date with any changes in medication or contact details.

15. Online Safety

The school recognises that online safety encompasses the use of a range of technologies including computers, tablet devices, mobile phones and artificial intelligence. Within the ***Online Access and Safety Policy***, we recognise the need to embrace the opportunities that such technology provides but also the need to educate students about the benefits and risks. All students are expected to adhere to our ***ICT Acceptable Conduct Agreement*** and are regularly reminded of its content. All staff sign a declaration agreeing to the ***Staff ICT Acceptable Use Agreement*** on joining the school, and further guidance is contained in the ***Staff Code of Conduct***.

In common with other media such as magazines, books and DVDs, some material available online is unsuitable for our students. The school will take all reasonable precautions to ensure that users access only appropriate materials and online safety training is made available to all staff.

The School works with the Internet Service Provider and a third party security company to ensure monitoring and filtering systems are in place to protect students from online risks. These systems are regularly reviewed and updated where necessary. However, if staff or students discover an unsuitable site, they must report this to the ICT technical team. The DSL will ensure that regular checks are made to ensure that the filtering systems are appropriate, effective and reasonable.

16. Photography and Use of Video

Photographs and videos of students used by the school will be selected and published with appropriate regard to safeguarding, data protection and parental permissions. Particular care will be taken with images published on publicly accessible websites or social media because they can be copied, redistributed or manipulated. Staff should not normally publish or distribute externally an identifiable photograph or video

of a student accompanied by their name, including their first name, unless an authorised exception has been agreed. Further details can be found in the *Safeguarding and Child Protection Policy* and *Data Protection Policy*.

17. Site Security

The following safety and security measures are in place on the school site:

- Access-controlled main gates are installed at the front of the school.
- Security CCTV cameras monitor key areas of the school.
- Visitors to the school are directed to the main Reception.
- Entrance to the school for visitors can be gained via the main Reception.
- Visitors are given a lanyard and badge if entering the main school.
- Students are required to sign out in Student Support or the Sixth Form Centre if leaving the site before the end of the school day.

18. Staff appointments (permanent and temporary) and induction

The school follows safer recruitment procedures for all staff appointments. In line with ***Keeping Children Safe in Education***, the Headteacher, the Chair of Governors and other senior staff involved in recruitment have all undergone recognised Safer Recruitment Training. Appropriate identity, employment, qualification, prohibition, DBS and other safeguarding checks are undertaken according to the requirements of the role, including Children's Barred List checks where the role involves regulated activity. All new staff receive safeguarding induction and are made aware of the school's safeguarding procedures and Staff Code of Conduct.

The School retains the right to request a further DBS disclosure from members of staff at least every three years.

Further details of the school's recruitment and procedures can be found as an appendix in the ***Safeguarding and Child Protection.***

19. Visitors, volunteers, contractors and lettings

The school welcomes a wide range of visitors and has clear arrangements for their identification, safeguarding checks and supervision. Visitors are required to sign in and out and otherwise follow the school's Visitor Safeguarding & Identification Protocol which can be found as an appendix to our Safeguarding and Child Protection Policy. They will be issued with the appropriate identification while on site.

The school will follow the guidance in ***Keeping Children Safe in Education*** with regard to the supervision of, and carrying out DBS checks on, volunteers working with children in school.

The safeguarding checks required depend on the nature, frequency and purpose of the individual's activity. Volunteers who undertake regulated activity require the appropriate enhanced DBS and Children's Barred List checks. Volunteers who are not undertaking regulated activity are managed on a risk-assessed basis, including appropriate supervision where required. Contractors and other professionals are subject to the safeguarding checks or assurances appropriate to their role.

Any staff who work on site but are not employed directly by Langley Grammar School, such as catering staff, are required to have been recruited according to Safer Recruitment guidelines by the company that provides them. Confirmation of this is kept with the safeguarding records.

20. Whistle Blowing

The staff and governors of Langley Grammar School seek to run all aspects of school business and activity with full regard for high standards of conduct and integrity.

If members of school staff, parents, governors or the school community at large become aware of activities which give cause for concern, the school has a ***Whistle Blowing Policy***. This acts as a framework to allow concerns to be raised confidentially and provides for a thorough and appropriate investigation of the matter to bring it to a satisfactory conclusion. The policy also alerts staff to the NSPCC Whistle Blowing helpline which offers free advice and support to professionals with concerns about how child protection issues are being handled in their own or another organisation.