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MATHS & SCIENCE
COLLEGE

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Safeguarding & Child & Protection Policy

London Maths & Science College

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Legal entity: London Maths & Science College (LMSC) – Limited Company
(Companies House **No. 16822143**)

Registered office / campus: 167 Commercial Road, London, E1 2DA

General contact: support@lmsc.org.uk

Policy Owner: Principal / Head of Centre (**Eman Ahamed**)

Designated Safeguarding Lead (DSL): Stephen Montford, Head of Mathematics Department

Deputy Designated Safeguarding Lead (DDSL): Eman Ahamed, Principal / Head of Centre

Approved by: Proprietor / Governing Body

Effective date: 18 February 2026

Review date: 18 February 2027 *(or sooner if statutory guidance/local arrangements change, or following a serious incident)*

Version: 1.1

1. Policy statement

London Maths & Science College (LMSC) is committed to safeguarding and promoting the welfare of children and young people. LMSC adopts a **child-centred and coordinated approach** to safeguarding and will act in the best interests of the child at all times. LMSC recognises that safeguarding is everyone's responsibility and expects all staff, volunteers and contractors to share this commitment.

This policy sets out LMSC's safeguarding and child protection arrangements and how LMSC will:

- identify and respond to concerns about children and young people;
- work with local agencies to protect children at risk of harm;
- ensure safer recruitment and a strong safeguarding culture;
- provide appropriate training and supervision; and
- comply with statutory guidance and regulatory expectations, including online safety and Prevent.

LMSC ensures safeguarding is embedded across **in-person, online and hybrid** provision.

2. Scope

This policy applies to:

- all learners who are **under 18**; and
- vulnerable learners aged **18+** where safeguarding duties apply through duty of care and adult safeguarding processes (managed via appropriate adult safeguarding referrals).

It applies to all:

- staff (permanent, temporary, agency), volunteers, governors/proprietors and contractors;
- on-site and off-site activities (trips/visits, enrichment);
- online/hybrid teaching and communications.

This policy must be read alongside LMSC's:

- Staff Code of Conduct and Safer Working Practice
- Student Code of Conduct
- Online Safety (eSafety) Policy and Acceptable Use Policies
- Behaviour Policy

- Attendance Policy
 - Prevent Policy and Risk Assessment
 - Managing Allegations Against Staff Procedure / Low-Level Concerns Procedure
 - Recruitment and Selection (Safer Recruitment) Policy and Single Central Record (SCR) procedure
 - Exams Policy (Cambridge and JCQ interface)
 - Malpractice & Maladministration Policy
 - Equality, Diversity and Inclusion Policy
 - Data Protection / Digital Privacy Policy
 - Health and Safety Policy
 - Educational Visits / Trips Procedure
 - Complaints Policy
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3. Statutory and local framework

LMSC's safeguarding arrangements reflect (non-exhaustive):

- **Keeping Children Safe in Education (KCSIE) 2025.**
- Local safeguarding arrangements and referral routes for **Tower Hamlets**, including Children's Social Care (MAST/MASH routes), Emergency Duty and LADO.
- Prevent duty expectations and local Prevent information for Tower Hamlets.

Where LMSC operates as a centre for awarding organisations (including Cambridge International and JCQ awarding organisations such as Pearson Edexcel/AQA/OCR), LMSC recognises safeguarding and centre integrity expectations are interlinked (e.g., safe supervision, visitor controls, online safety, safer recruitment, and appropriate reporting/escalation routes).

4. Key safeguarding principles

LMSC's safeguarding practice is based on:

- **Safeguarding is everyone's responsibility.**
- **Early help** and timely action are essential.
- Learners are listened to and taken seriously.
- Staff act with **professional curiosity** and do not dismiss concerns.
- The **best interests of the child** are paramount.

- Information sharing is essential for protection; data protection must not prevent safeguarding action.
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5. Definitions

- **Safeguarding and promoting welfare:** protecting children from maltreatment; preventing impairment of health/development; ensuring safe and effective care; enabling best outcomes.
 - **Child protection:** activity to protect children who are suffering, or are likely to suffer, significant harm.
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6. Safeguarding leadership and responsibilities

6.1 Proprietor / Governing Body

The Proprietor / Governing Body will:

- ensure safeguarding is prioritised and resourced;
- approve and review this policy at least annually;
- ensure the Principal/Head of Centre and DSL are supported to fulfil responsibilities;
- receive safeguarding reports (minimum termly) on themes, training compliance, referrals (numbers/categories), allegations/low-level concerns (themes, not personal detail), and actions taken;
- assure safer recruitment arrangements, including oversight of the **Single Central Record (SCR)**.

6.2 Principal / Head of Centre: strategic accountability

The Principal / Head of Centre will:

- hold ultimate accountability for safeguarding and child protection at LMSC;
- ensure there is an appointed DSL and DDSL and sufficient capacity for the role;
- ensure safeguarding policies, training, record keeping and culture meet statutory guidance;

- ensure timely escalation and referrals where required;
- ensure safeguarding concerns about staff are managed appropriately (including LADO liaison where threshold is met).

6.3 Designated Safeguarding Lead (DSL): operational lead

The DSL will:

- manage safeguarding referrals and act as the central point of contact for child protection;
- provide advice and support to staff;
- ensure concerns are recorded, monitored, risk assessed and reviewed;
- maintain contact with Tower Hamlets safeguarding routes and liaise with agencies as needed;
- ensure staff training and updates are delivered and logged;
- ensure safeguarding is reflected in curriculum/pastoral systems, including online safety.

6.4 Deputy DSL (DDSL): coverage and escalation support

The DDSL will:

- support the DSL in triage, record keeping and follow-up;
- act as safeguarding lead when the DSL is unavailable;
- support operational liaison with examinations/pastoral leadership where safeguarding intersects with wellbeing, attendance or exam-period vulnerabilities.

6.5 All staff, volunteers and contractors

All adults working at/for LMSC must:

- read and follow this policy and the Staff Code of Conduct;
 - complete safeguarding induction before working with learners and receive ongoing updates;
 - **report concerns immediately** to DSL/DDSL and record them as required;
 - maintain professional boundaries and safer working practice;
 - never promise confidentiality to a learner where a safeguarding concern is disclosed.
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7. How learners, parents/carers and staff raise concerns at LMSC

7.1 Reporting routes (internal)

Safeguarding concerns can be raised:

- **in person** to the DSL (Stephen Montford) or DDSL (Eman Ahamed), or any trusted member of staff who will immediately pass the concern to the DSL/DDSL; and/or
- by emailing **info@lmsc.org.uk** with the subject line **“Safeguarding Concern – urgent”** (emails are triaged immediately to DSL/DDSL).
- By calling 02033425713

7.2 If there is immediate danger

If a child is at immediate risk of harm or needs urgent medical help, call **999** immediately and then inform the DSL/DDSL as soon as possible.

8. Recognising safeguarding concerns

Staff must be alert to indicators that a child may be at risk of harm, including (non-exhaustive):

- neglect; physical abuse; emotional abuse; sexual abuse;
- peer-on-peer abuse (including sexual violence/harassment, online abuse, bullying, coercion);
- child criminal exploitation (CCE) and county lines;
- child sexual exploitation (CSE);
- domestic abuse and harmful parental conflict;
- mental health concerns (including self-harm, suicidal ideation);
- radicalisation and extremism (Prevent);
- female genital mutilation (FGM), forced marriage, honour-based abuse;
- online risks (grooming, sextortion, image-based abuse, harmful content, coercive control).

If staff are unsure, they must **report and record**; the DSL determines threshold and next steps.

9. Safeguarding procedures: reporting, recording and responding

9.1 Immediate action by staff

If a learner discloses or a staff member observes a concern:

1. **Listen carefully**; remain calm; take the learner seriously.
2. **Reassure** the learner they have done the right thing to speak up.
3. **Do not promise confidentiality**.
4. Do not ask leading questions or investigate.
5. **Report immediately** to DSL/DDSL.
6. Record the concern promptly (facts, date/time, context, exact words where possible).

9.2 Recording standards

LMSC safeguarding records will:

- be factual, dated and timed;
- clearly distinguish fact from professional opinion;
- include actions taken, decisions and outcomes;
- be stored securely with restricted access.

9.3 DSL decision-making and thresholds

The DSL/DDSL will:

- consider immediate risk and protective action;
- decide whether the concern is:
 - managed internally (support/early help);
 - referred to Children's Social Care (MAST/MASH route);
 - referred to police; and/or
 - escalated through Prevent/safeguarding pathways where radicalisation risk is suspected.

10. Referral routes and key contacts (Tower Hamlets)

10.1 Children's Social Care: MAST

Multi-Agency Support Team (MAST)

- Telephone: **020 7364 5006** (Option 2 or 3)
- Email: **MAST@towerhamlets.gov.uk**

(LMSC will follow Tower Hamlets threshold guidance and use the directed route for the concern. Where urgent safeguarding risk is identified, LMSC will escalate without delay.)

10.2 Emergency

- **Police / Ambulance (immediate danger): 999**

10.3 Out of hours

Tower Hamlets out-of-hours arrangements are used where a child is at risk outside normal hours. LMSC will use the local authority emergency duty arrangements as directed for children's social care escalation.

10.4 Allegations against staff: LADO (Tower Hamlets)

Local Authority Designated Officer (LADO)

- Telephone: **020 7364 0677**
- Email: **LADO@towerhamlets.gov.uk**

11. Managing allegations against staff and low-level concerns

11.1 Allegations meeting the LADO threshold

Any allegation that an adult working with children has:

- behaved in a way that has harmed a child, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child/children in a way that indicates they may pose a risk of harm,

must be reported **immediately** to the Principal / Head of Centre and DSL and managed under LMSC procedures with LADO consultation.

Where the allegation concerns the Principal / Head of Centre, it must be reported to the Proprietor / Governing Body and LADO without delay.

11.2 Low-level concerns

LMSC expects staff to report and record low-level concerns (behaviour inconsistent with the staff code, even if it does not meet the allegations threshold). Low-level concerns are:

- recorded appropriately;
 - reviewed for patterns/themes;
 - addressed through supervision, training, or HR processes.
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12. Peer-on-peer abuse (child-on-child)

LMSC recognises peer-on-peer abuse can occur in any setting and will be managed as a safeguarding matter. This includes:

- bullying, harassment and discriminatory behaviour;
- sexual harassment and sexual violence;
- sharing of sexual images (“nudes/semi-nudes”);
- initiation/hazing-type violence;
- online abuse, threats, coercion and blackmail.

LMSC will:

- support victims and ensure safety planning;
 - record and risk assess;
 - apply appropriate sanctions under the Behaviour Policy; and
 - refer to external agencies where required.
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13. Online safety as safeguarding

Online safety is integrated into safeguarding systems. LMSC will:

- educate learners on online risk (grooming, coercion, image-based abuse, harmful content, scams);
- apply proportionate filtering/monitoring and account controls consistent with LMSC’s delivery model;
- provide clear reporting routes for online concerns; and
- respond to online incidents using safeguarding thresholds.

(See LMSC Online Safety Policy.)

14. Preventing radicalisation (Prevent)

LMSC recognises its safeguarding responsibility to protect learners from radicalisation. Concerns must be reported to DSL/DDSL immediately. The DSL will decide on escalation routes, including safeguarding pathways and local Prevent advice routes.

Tower Hamlets Prevent information signposts safeguarding hub routes and local Prevent education contact details.

15. Supporting learners and early help

Where concerns do not meet the threshold for statutory intervention, LMSC may provide support through:

- pastoral support plans;
- academic mentoring and attendance interventions;
- counselling/mental health support referral routes (where contracted/available);
- liaison with parents/carers where appropriate and safe; and
- signposting to external services.

Where involving parents/carers may increase risk (e.g., honour-based abuse, forced marriage, some exploitation contexts), the DSL will seek advice and act in the child's best interests.

16. Safer recruitment and vetting

LMSC is committed to safer recruitment, including:

- safeguarding messaging in recruitment and selection;
- identity checks, right to work, qualification verification;
- enhanced DBS checks (and barred list check where required);
- references and employment history checks;
- prohibition checks where applicable to teaching roles; and
- maintaining an accurate **Single Central Record (SCR)**.

The HR & Compliance function maintains and audits the SCR; safeguarding oversight is provided by the Principal/Head of Centre and Proprietor/Governing Body.

17. Training and awareness

LMSC will ensure:

- safeguarding induction occurs before staff work with learners;
 - staff receive ongoing safeguarding updates at least annually (and as needed), consistent with KCSIE expectations;
 - DSL/DDSL receive role-specific training and refreshers;
 - staff understand Tower Hamlets referral routes (MAST) and LADO escalation routes.
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18. Confidentiality and information sharing

LMSC will:

- share safeguarding information on a **need-to-know** basis;
 - store records securely and restrict access;
 - ensure data protection does not prevent appropriate safeguarding action;
 - document decisions to share or not share information and the rationale.
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19. Visitors, site security and supervision

LMSC will:

- operate visitor procedures (sign-in, identification, badges and supervision where required);
- ensure safe supervision arrangements across the day, including before/after sessions where learners are present;

- ensure safeguarding arrangements apply during examinations and extended hours where applicable.

20. Attendance and children missing education

LMSC recognises that poor attendance can be a safeguarding indicator. LMSC will:

- monitor attendance patterns and follow up absence promptly;
- escalate concerns to DSL where safeguarding risk may be present;
- refer to agencies where threshold is met and/or where directed by local arrangements.

21. Monitoring, quality assurance and review

LMSC assures safeguarding effectiveness through:

- termly safeguarding reporting to the Proprietor / Governing Body (themes, training compliance, referrals, actions);
- audits of safeguarding records and referral timeliness;
- review of incidents and learning actions;
- annual review of this policy and linked procedures.

22. Policy approval and review record

Version	Approved by	Approval date	Effective date	Review date	Summary of changes
1.0	Proprietor / Governing Body	1 Nov 2025	1 Nov 2025	1 Nov 2026	Initial issue
1.1	Proprietor / Governing Body	18 Feb 2026	18 Feb 2026	18 Feb 2027	Named DSL/DDSL added; clarified internal reporting route;

					refreshed Tower Hamlets contact citations
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