

Safeguarding Policy and Procedures

Date of Policy – 1 January 2026

Author of current policy – Justine Goodwin

1) General principles

Wessex Forest School operates school sessions within secure school grounds where there is minimal risk of strangers and a very clear physical boundary.

Where private sessions are conducted for pre-school or home educated children the location will be checked and risk assessed before use. Parents or carers are required to stay with their children at all times.

We use the following general principles in order to keep children safe and adults safe from accusations:

- Boundaries for activities are clearly explained to ensure the children are supervised at all times. A whistle or designated call is used to summon the children back to base.
- If a stranger were to enter the forest school area, they would be asked for identification and an adult would escort them to the school office or away from the site as appropriate.
- Supporting adults should always stay within sight of other adults.
- Supporting adults should never be left alone with the group unless they are school staff.
- The Forest School leader should always be present.
- Children should be supervised at all times: 'supervision' means that at least one responsible adult can see or hear a child.

2) DBS

The Forest School Leader, Justine Goodwin, has an Enhanced DBS through The Tutor Association, which is available to view on request.

Volunteers may work under direct supervision from The Forest School Leader without a DBS, but not alone with the children.

3) Disclosures

These general guidelines will be followed in the event of a child making a disclosure:

- Listen, do not interrupt, give them time, and don't ask any leading questions.
- Respect a young person's confidentiality but don't promise to keep the information a secret.
- Make a written record of what the young person has said and email the concern to the Designated Safeguarding Lead/ Headteacher or the social services/police as appropriate. This should be exactly as the young person has said in their language. Do

not put your interpretation on it.

4) Toilet Procedures

Wessex Forest School use school toilets during school sessions or designated toilets for private sessions. All children/carers will inform a member of staff or Forest School Leader if they need to use the toilet and for school sessions, they will keep sight of the child as they return to the classroom.