

GPS Safeguarding and Child Protection Policy

GPS Safeguarding Lead: Dr Alexandra Gregory (Educational Psychologist)

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1. Introduction and Commitment

All Educational Psychologists (EPs) working with GPS are duty-bound and committed to promoting the welfare of all children, young people, and adults (including those with care and support needs). We are committed to practicing in a way that protects individuals from harm, and to responding appropriately to any safeguarding concerns. All children, young people, and adults, regardless of age, disability, gender, ethnicity, religion, sex, or sexual orientation, have an equal right to protection from all types of harm, abuse, neglect, and exploitation.

Dr Alexandra Gregory (GPS Safeguarding Lead) provides oversight, advice, consultation, and supervision regarding safeguarding matters. This role does not constitute line management or employment responsibility.

2. Purpose and Scope

Purpose

The purpose of this safeguarding and child protection policy is to:

- Protect the children, young people, and adults who receive GPS services from harm.
- Provide all EPs working with GPS with the overarching principles and procedures that guide our approach to safeguarding and child protection.

Scope

This policy covers:

- Babies, children and young people up to age 18.
- Adults with care and support needs who may be at risk of abuse or neglect (regardless of age).
- All GPS activity including work within schools, homes, and community settings.

EPs working with GPS

GPS may work with self-employed Associate EPs who operate as independent professionals. These EPs are not employees of GPS and remain responsible for maintaining their own professional registration, training, insurance, and compliance with statutory and professional requirements.

When delivering services with GPS, all professionals are expected to comply with this safeguarding and child protection policy, relevant local authority safeguarding procedures, and the professional standards of the Health and Care Professions Council (HCPC) and British Psychological Society (BPS).

3. Definitions

Safeguarding

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Safeguarding is the action taken to promote the welfare of children, young people, and adults, and to protect them from harm. It encompasses preventing impairment of health and development, protecting from abuse and neglect, and ensuring safe and effective care.

Child protection

Child protection is part of safeguarding and focuses on the protection of children and young people who are suffering, or likely to suffer, significant harm.

Abuse and neglect

Abuse may be physical, emotional, sexual, or through neglect. It may also include exploitation, self-harm, or harmful behaviours.

4. Legislation and Guidance

This policy is based on the following government legislation, policy, and statutory guidance:

Children and young people:

- [Working Together to Safeguard Children \(2023\)](#)
- [Keeping Children Safe in Education \(2023\)](#)
- [Information Sharing: Advice for Practitioners \(2018\)](#)
- [Child Abuse Concerns: Guide for Practitioners \(2015\)](#)
- [Children and Families Act \(2014\)](#)
- [The Children Act \(1989\)](#)

Adults:

- [The Care Act \(2014\)](#)
- [The Mental Capacity Act \(2005\)](#)
- [The Mental Capacity Act Code of Practice \(2007\)](#)

5. Training

In line with the HCPC standards and the BPS Code of Ethics and Conduct, all EPs working with GPS are responsible for ensuring that their safeguarding training is up-to-date and that they hold an active enhanced DBS-check (e.g. registered with the Disclosure and Barring Service update service).

GPS reserves the right to request confirmation of safeguarding training and DBS status as part of quality assurance processes.

Dr Alexandra Gregory (GPS Lead) has completed a range of safeguarding training, including:

- Safeguarding children – basic awareness (West Sussex County Council - WSCC) – 2022, 2024, 2025
- Safeguarding adults – basic awareness (WSCC) – 2020, 2024, 2025
- General safeguarding and child protection (various in-house school training) – 2017, 2018, 2022, 2022
- Harmful sexual behaviour (CAMHS; WSCC) – 2019, 2023
- Tackling child modern slavery (WSCC) – 2023
- Prevent and radicalisation awareness (Home Office; WSCC, HM government) – 2017, 2018, 2023. Refresher: (Home Office) - 2022
- Data protection, GDPR, and cybersecurity (WSCC) – 2018, 2020, 2022

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- Child sexual exploitation (WSCC) - 2018
- Stress awareness and management (WSCC) – 2022
- Child protection awareness (WSCC) - 2018

Training is reviewed regularly and updated as required.

6. Children and Young People – Responsibilities and Guidelines

When an EP has a concern about a child or young person (e.g. signs/symptoms that may indicate possible abuse or neglect, or conversations/disclosures from a child, family member or staff member):

- **Listen:** Listen to the child or person making the disclosure, ask open questions where needed.
- **Record:** Record what was said or observed in their own words.
- **Refer:** Report to a Designated Safeguarding Lead (DSL) in the setting or school, who will follow their school's safeguarding policy and procedure.
- **Actions:** Agree actions, where appropriate, with the school's DSL.
- **Collaborate:** Involve relevant people (e.g. child/young person, parents/carers, or professionals) in discussions and action planning where appropriate.
- **Inform:** Make the GPS Lead aware of concerns and reflect during supervision. If required, the GPS lead may also share concerns with her own supervisor as part of reflective supervision.
- **Review:** Follow up with the school to review outcomes of agreed actions.
- **Concerns:** If a referral has not been made, is not progressing, it is inappropriate to involve the DSL, or during periods of school closure (e.g. the summer holidays), EPs will report directly to the relevant children's safeguarding service for the area where the child lives.
- **External:** If concerns arise while working outside of a school setting (e.g. home-educated children, home visits, or students not currently attending school), similarly, EPs will directly contact the local children's safeguarding board within the child's local authority.
- If there is immediate danger or risk of harm, EPs will contact the police (999), without delay.

7. Key Children's Safeguarding Contacts

West Sussex - Integrated Front Door:

- Day: 01403 229900 (working hours - Mon-Fri 9am-5pm)
- Out of hours (Emergency Duty Team): 0330 222 6664
- Duty social worker (if difficulties contacting the emergency team): 07711 769657 (non-text)
- WSChildrensServices@westsussex.gov.uk
- www.westsussexscp.org.uk
- Request support or raise a concern about a child:
<https://www.westsussex.gov.uk/education-children-and-families/keeping-children-safe/request-support-or-raise-a-concern-about-a-child>

East Sussex - Single Point of Advice:

- Day: 01273 481544 or 01323 464222 (working hours)
- Out of hours (Emergency Duty Service): 01273 335905 or 01273 335906
- ESSCP.Contact@eastsussex.gov.uk or 0-19.SPOA@eastsussex.gov.uk
- www.esscp.org.uk/concerns-about-a-child

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- Referral for Early Help, Social Care and CAMHS: earlyhelp.eastsussex.gov.uk/web/portal/pages/ehassess#ssa

Brighton and Hove - Front Door for Families:

- Day: 01273 290400 (working hours)
- Out of hours (Emergency Duty Service): 01273 335905
- hascsafeguardinghub@brighton-hove.gov.uk or FrontDoorForFamilies@brighton-hove.gov.uk
- www.brighton-hove.gov.uk/frontdoorforfamilies
- Report a safeguarding concern: www.brighton-hove.gov.uk/adult-social-care-hub/online-forms/report-safeguarding-concern

Surrey - Children's Single Point of Access:

- Day: 0300 470 9100 (working hours)
- Out of hours (Emergency Duty Team): 01483 517898
- cspa@surreycc.gov.uk
- www.surreyscp.org.uk
- Request for support form: www.surreyscp.org.uk/documents/request-for-support-form

Hampshire - Hampshire Children's Services – MASH:

- Day: 0300 555 1384 (working hours)
- Out of hours: 0300 555 1373
- childrens.services@hants.gov.uk
- www.hampshirescp.org.uk
- Report a concern: www.hampshirescp.org.uk/report-a-concern/

8. Adult Safeguarding

GPS recognises its responsibilities under the Care Act (2014) to safeguard adults at risk of abuse or neglect, including young adults with care and support needs. When EPs have concerns about an adult, they will:

- Discuss concerns with the GPS Lead and reflect in supervision
- Follow relevant local authority adult safeguarding procedures
- If there is immediate risk of harm, contact the police (999)

9. Key Adult Safeguarding Contacts

West Sussex:

- Day: 01243 642121
- Out of hours manager: 0330 222 7007
- socialcare@westsussex.gov.uk
- www.westsussexsab.org.uk
- Raise a concern about an adult: www.westsussexsab.org.uk/raise-a-concern

East Sussex:

- Day: 0345 60 80 191 (8am-8pm, 7 days a week, including bank holidays)
- Out of hours (Emergency Duty Service: 0345 60 80 191 - option 2)

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- Text: 07786 208001
- www.eastsussexsab.org.uk
- HSCC@eastsussex.gov.uk
- Reporting a concern:
<https://adultsocialcare.eastsussex.gov.uk/web/portal/pages/presafeguardingpage>

Brighton and Hove:

- Day: 01273 295 555 (8.30am-4.30pm)
- Out of Hours: 01273 295 555
- hascsafeguardinghub@brighton-hove.gov.uk
- www.brighton-hove.gov.uk/adult-social-care-hub/safety-adults/help-adult-risk-abuse-or-neglect
- Report a safeguarding concern: www.brighton-hove.gov.uk/adult-social-care-hub/online-forms/report-safeguarding-concern

Surrey:

- Day: 0300 470 9100 (working hours)
- Out of hours: 01483 517898
- Text: 07527 182861
- www.surreysab.org.uk
- Report a concern: www.surreysab.org.uk/concerned-about-an-adult

Hampshire:

- Day: 0300 555 1386
- Out of hours: 01962 863711
- HSAB@hants.gov.uk
- www.hants.gov.uk/socialcareandhealth/adultsocialcare/safeguarding
- Make a request to the adults' social care team:
www.hants.gov.uk/socialcareandhealth/adultsocialcare/contact/start-a-referral

10. Further Signposting (National Support and Advice)

NSPCC – National Society for the Prevention of Cruelty to Children (advice for professionals, parents, and carers):

- 0808 800 5000
- help@NSPCC.org.uk
- www.nspcc.org.uk

Childline (for children and young people):

- 0800 1111
- www.childline.org.uk

National Domestic Abuse Helpline:

- 0808 2000 247 (24/7):
- www.nationaldahelpline.co.uk

11. Confidentiality and Information Sharing

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GPS recognises the importance of confidentiality and seeks to be open and transparent with children, young people, and families about how information is used and shared.

In most circumstances, information will only be shared with consent. However, confidentiality has important legal and ethical limits. In order to protect a child, young person, or adult from harm and keep them safe, information may need to be shared without consent where:

- There is a concern that a child or adult is at risk of harm.
- There is a safeguarding concern requiring statutory intervention.
- A crime has been committed.

In these situations, information will be shared:

- In line with relevant legislation e.g. *Working Together to Safeguard Children*
- On a proportionate, lawful, and need-to-know basis
- With relevant professionals and safeguarding agencies only (e.g. school DSL, MASH)

Wherever possible and appropriate, parents/carers will be informed about what information is being shared and why, and that this may sometimes require sharing information without consent, when safeguarding overrides confidentiality. The GPS Safeguarding Information for Parents document provides further information for families to be shared where appropriate e.g. when a referral is made.

Further information about how personal data is recorded, stored, and protected lawfully can be found in the GPS Privacy Policy.

12. Review and Monitoring

The GPS Safeguarding Policy will be reviewed annually or in response to changes in legislation, statutory guidance, or organisational practice.