



Safeguarding and Learners Protection Policy

1. Introduction

Leading Educational and Neurodiversity Support (LENS) is committed to safeguarding and promoting the welfare of all children, young people, vulnerable adults, and learners. This policy outlines how LENS ensures safe, ethical, and professional practice when working in education, training, and support settings.

2. Statement of Intent

LENS places the safety and wellbeing of all learners and service users as its highest priority. All work is carried out in line with statutory safeguarding guidance and best practice.

3. Scope

This policy applies to:

- All services delivered by LENS
- All staff, associates, and contractors
- All work with children, young people, and vulnerable adults
- All education, training, and consultancy activity

4. Definitions

Safeguarding: Protecting children and vulnerable adults from abuse and neglect and promoting their welfare.

Child/Young Person: Anyone under 18 years of age.

Vulnerable Adult: An adult who may require additional support due to disability, illness, age, or circumstances.

5. Commitment to Safe Practice

LENS will:

- Maintain professional boundaries at all times
- Work transparently with schools, families, and organisations
- Follow safer recruitment practices where applicable
- Ensure appropriate DBS checks are in place
- Maintain clear records and confidentiality
- Provide safeguarding training where required

6. Working Safely with Pupils and Learners

When working in education and care settings, LENS will:

- Follow school and organisational safeguarding policies
- Avoid lone working where possible
- Use appropriate communication channels

- Ensure all contact is professional and appropriate
- Obtain consent for activities where required
- Respect privacy and dignity

7. Recognising Abuse and Neglect

Abuse may include:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Financial exploitation
- Discriminatory abuse

All concerns will be taken seriously and acted upon promptly.

8. Reporting and Responding to Concerns

Any safeguarding concern must be reported immediately to the Designated Safeguarding Lead (DSL) or relevant authority.

If a learner is in immediate danger, emergency services will be contacted. Written records will be completed within 48 hours and stored securely.

9. Designated Safeguarding Lead

The Safeguarding Lead for LENS is:

Name: Joe Booker

Role: Director

Email: joe.booker@lensuk.org

10. Training and Awareness

LENS ensures that safeguarding knowledge is kept up to date through:

- Ongoing professional development
- Policy review
- Engagement with statutory guidance

11. Confidentiality and Information Sharing

Information is shared only on a need-to-know basis and in line with data protection legislation and safeguarding requirements.

12. Approval and Review

Approved by: Joe Booker

Position: Director / Lead Practitioner

Organisation: Leading Educational and Neurodiversity Support

Date approved: 12.01.26

Review date: 12.01.27