

The Resit Project

Safeguarding & Prevent Policy

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Policy owner: The Resit Project Ltd

Designated Safeguarding Lead (DSL): Leah Dyke | leah.dyke@theresitproject.com

Designated Safeguarding Officer (DSO): Rachael Burns |
rachael.burns@theresitproject.com

Next review date: October 2027, or sooner where required

1. Introduction, Scope and Rationale

1.1 Policy Rationale

The Resit Project Ltd ("The Resit Project", "TRP", "we", "us", "our") is committed to safeguarding and promoting the welfare of children, young people and adults at risk who access our educational services.

We recognise that safeguarding is everyone's responsibility and that every learner has the right to access education in a safe, supportive and respectful environment, free from abuse, neglect, exploitation, discrimination and harm.

The Resit Project provides structured, on-demand GCSE English Language resit education through an online Learning Management System (LMS). Our provision includes video-led lessons, guided learning activities, examination preparation, assessments and progress tracking.

Our services are accessed by learners through educational institutions and through independent subscriptions purchased by parents or carers.

As an online education provider, we recognise that learners may access our platform independently, outside traditional classroom environments and without direct supervision.

This policy establishes our safeguarding responsibilities and procedures for identifying, recording, reporting and responding to concerns arising through our services.

1.2 Statutory and Regulatory Framework

This policy has been developed with reference to relevant legislation and statutory guidance in England, including:

- Children Act 1989 and Children Act 2004.
- Education Act 2002, where applicable.
- Keeping Children Safe in Education 2026.
- Working Together to Safeguard Children, as currently in force.

- Care Act 2014.
- Safeguarding Vulnerable Groups Act 2006.
- Counter-Terrorism and Security Act 2015.
- Equality Act 2010.
- Human Rights Act 1998.
- Data Protection Act 2018 and UK General Data Protection Regulation.
- Online Safety Act 2023, where applicable.

TRP recognises that statutory responsibilities differ according to the nature of an organisation and the services it provides.

We maintain safeguarding arrangements appropriate to our role as an online education provider and cooperate with educational institutions and statutory safeguarding agencies where necessary.

1.3 Scope of Application

This policy applies to:

- All TRP directors, employees, freelancers and contractors.
- Individuals responsible for developing, administering or supporting our LMS.
- All learners accessing TRP educational services.
- Safeguarding concerns arising through our website, LMS, educational content or communications.
- Children and young people under the age of 18.
- Adults at risk who access our services.

This policy applies regardless of whether access to TRP is provided by an educational institution or purchased independently.

2. Safeguarding Responsibilities and Governance

2.1 Company Directors

The directors of TRP hold overall responsibility for ensuring that safeguarding arrangements are appropriate, effective and regularly reviewed.

Their responsibilities include:

- Approving and reviewing this policy.
- Appointing a Designated Safeguarding Lead.
- Ensuring learners can access clear safeguarding reporting information.
- Maintaining appropriate arrangements for reporting and escalating concerns.
- Assessing safeguarding risks associated with the LMS.
- Ensuring appropriate recruitment, training and professional conduct.
- Reviewing safeguarding incidents and implementing improvements.

- Ensuring appropriate safeguards are considered when introducing new platform features.

2.2 Designated Safeguarding Lead

TRP has a named Designated Safeguarding Lead (DSL), who acts as the primary contact for safeguarding concerns.

The DSL is responsible for:

- Receiving and reviewing safeguarding reports.
- Maintaining accurate and confidential safeguarding records.
- Assessing concerns and determining appropriate action.
- Seeking advice from relevant safeguarding professionals.
- Making or coordinating referrals to statutory agencies.
- Liaising with college safeguarding teams.
- Supporting staff and contractors with safeguarding matters.
- Reviewing safeguarding procedures and identifying improvements.
- Maintaining appropriate safeguarding knowledge and training.

Where the DSL is unavailable or personally implicated in a concern, an alternative reporting contact is available.

2.3 Responsibilities of Employees and Contractors

All individuals working on behalf of TRP must:

- Understand and comply with this policy.
- Recognise potential indicators of abuse or exploitation.
- Report safeguarding concerns promptly.
- Maintain appropriate professional boundaries.
- Protect confidential safeguarding information.
- Cooperate with safeguarding investigations.
- Complete training relevant to their role.

No individual should assume that another person has already reported a concern.

3. Safer Recruitment and Personnel Vetting

TRP is committed to ensuring that individuals engaged in activities involving children or adults at risk are suitable for their responsibilities.

Recruitment checks are proportionate to the role and may include:

- Verification of identity and right to work.
- Professional references.
- Verification of qualifications and relevant experience.
- Review of employment history.
- Appropriate Disclosure and Barring Service (DBS) checks, where legally eligible.

Enhanced DBS and barred-list checks are requested only where the role meets the relevant eligibility requirements.

Recruitment and safeguarding-check records are maintained securely and accessed only by authorised individuals.

4. Safeguarding Training and Awareness

4.1 Initial Safeguarding Training

Individuals working on behalf of TRP receive safeguarding information and training appropriate to their responsibilities.

Where relevant, training covers:

- Recognising abuse, neglect and exploitation.
- Responding to disclosures.
- Reporting and escalating safeguarding concerns.
- Online safeguarding.
- Professional conduct and boundaries.
- Prevent and radicalisation.
- Confidentiality and information sharing.

The DSL receives training appropriate to the safeguarding responsibilities undertaken.

4.2 Ongoing Professional Development

Safeguarding knowledge is reviewed and updated periodically, including where relevant guidance or legislation changes.

TRP maintains records of safeguarding training and reviews training needs as part of its ongoing safeguarding arrangements.

4.3 Safeguarding Awareness

Safeguarding contact information is made available to learners accessing the LMS.

Learners are informed how to raise concerns relating to their safety or experiences using TRP's services.

Where appropriate, learners are also directed towards support available through their educational institution, parent or carer, or external safeguarding services.

5. Recognising Abuse, Neglect and Exploitation

TRP recognises that safeguarding concerns may arise through communications, disclosures, observed behaviour or information provided by another individual.

Safeguarding concerns may include:

- **Physical abuse:** Deliberate injury or physical harm.
- **Emotional abuse:** Persistent behaviour that harms an individual's emotional wellbeing or development.
- **Sexual abuse and exploitation:** Sexual harm, grooming, coercion or exploitation, including online abuse.
- **Neglect:** Persistent failure to meet a child's basic physical or emotional needs.
- **Bullying and cyberbullying:** Harmful or intimidating behaviour, including abuse through digital communication.
- **Criminal exploitation:** Coercion or manipulation into criminal activity.
- **Radicalisation:** Concerns that an individual may be susceptible to being drawn into terrorism.
- **Discriminatory abuse:** Harassment or harm linked to protected characteristics or personal circumstances.
- **Online abuse:** Grooming, exploitation, harassment, coercion or exposure to harmful material through digital services.

We recognise that some learners may face additional vulnerabilities, including those with special educational needs or disabilities, care-experienced learners and individuals experiencing social isolation or communication difficulties.

All safeguarding concerns are considered seriously and in the context of the learner's individual circumstances.

6. Safeguarding Adults at Risk

TRP recognises that some GCSE English resit learners are aged 18 or over.

An adult may require safeguarding support where they have care and support needs, are experiencing or at risk of abuse or neglect, and are unable to protect themselves because of those needs.

Safeguarding concerns involving adults may include:

- Financial or material abuse.
- Domestic abuse.
- Exploitation or coercive control.
- Neglect.
- Discriminatory abuse.
- Psychological or emotional abuse.

TRP responds proportionately to concerns involving adults at risk, considering the individual's wishes, circumstances, capacity and immediate safety.

Where appropriate, concerns are referred to local authority adult safeguarding services or other relevant agencies.

7. Professional Conduct and Boundaries

All individuals working on behalf of TRP must maintain professional and appropriate relationships with learners.

7.1 Communication with Learners

Any communication between TRP representatives and learners must:

- Take place through approved business or platform channels.
- Be relevant to the educational service provided.
- Remain professional and appropriate.
- Respect safeguarding and data protection requirements.
- Be subject to appropriate oversight.

Staff and contractors must not establish inappropriate private relationships with learners through personal social media accounts, messaging applications or personal contact details.

7.2 Prohibited Conduct

Individuals working on behalf of TRP must not:

- Engage in inappropriate personal or sexual relationships with learners.
- Request unnecessary personal or sensitive information.
- Share harmful, discriminatory or inappropriate material.
- Exploit their professional position.
- Arrange unauthorised private meetings with children.
- Engage in bullying, harassment or intimidation.
- Establish inappropriate financial or personal arrangements with learners.

Concerns about professional conduct must be reported through TRP's safeguarding procedures.

8. Responding to Safeguarding Concerns and Disclosures

8.1 Responding to a Disclosure

Where a learner discloses abuse, exploitation or another safeguarding concern, the person receiving the disclosure must:

1. Remain calm and listen carefully.
2. Take the concern seriously.
3. Reassure the learner that they have done the right thing by speaking up.
4. Avoid asking leading questions or conducting an investigation.
5. Avoid promising secrecy or absolute confidentiality.
6. Explain that information may need to be shared to protect them.
7. Record the disclosure accurately, using the learner's own words where possible.
8. Report the concern promptly to the DSL.

Staff must not attempt to determine independently whether abuse has occurred.

8.2 Recording Concerns

Safeguarding records must include, where available:

- The date and time the concern arose.
- The learner's identifying details.
- A factual account of the concern or disclosure.
- The learner's own words where relevant.
- Any immediate action taken.
- The person receiving the concern.
- Details of advice, referrals and follow-up actions.

Records must distinguish between facts, observations and opinions.

Safeguarding concerns must be recorded promptly and stored securely.

8.3 Reporting and Escalation Procedure

Step 1: Identify the concern

A safeguarding concern may arise through a disclosure, communication, observation or report from another person.

Step 2: Assess immediate safety

Where a child or adult is in immediate danger, emergency services must be contacted on 999. Emergency action must not be delayed while attempting to contact the DSL.

Step 3: Report the concern

The concern must be reported promptly to TRP's DSL.

Where the DSL is unavailable or implicated, the alternative safeguarding contact must be used.

Step 4: Record the information

An accurate, factual record must be completed and stored securely.

Step 5: Determine appropriate action

The DSL reviews the concern and determines whether safeguarding advice, further action or referral is necessary.

Step 6: Refer or escalate

Where appropriate, concerns may be referred to:

- The learner's college or educational institution.
- Local authority children's social care.
- Local authority adult safeguarding services.
- Police.
- Other relevant safeguarding agencies.

Anyone may make a direct referral to children's social care where necessary. Action must not be delayed solely because the DSL is unavailable.

Step 7: Record the outcome

Actions taken, referrals made and relevant follow-up decisions must be documented.

9. Allegations and Low-Level Concerns About Staff

9.1 Low-Level Concerns

A low-level concern is behaviour by a member of staff or contractor that is inconsistent with appropriate professional conduct but does not currently meet the threshold for an allegation of harm.

Examples include:

- Inappropriate familiarity with learners.
- Unprofessional communication.
- Failure to maintain professional boundaries.
- Behaviour raising concerns about professional judgement.

Low-level concerns must be reported to a company director or designated safeguarding contact.

Concerns will be recorded, reviewed and addressed proportionately.

Patterns of behaviour will be considered to identify whether more serious safeguarding risks may be developing.

9.2 Allegations of Harm

Where an allegation suggests that an individual working for TRP has harmed a child, may have harmed a child, committed a relevant offence or may pose a risk to children, the concern must be escalated immediately.

TRP will:

- Take appropriate action to protect learners.
- Seek advice from the relevant local authority designated officer (LADO), where the applicable threshold is met.
- Cooperate with statutory safeguarding agencies.
- Avoid investigations that could compromise external proceedings.
- Consider proportionate protective measures.
- Make referrals to the Disclosure and Barring Service where legally required.

Suspension or removal from duties is not automatic and will be considered according to the circumstances and relevant professional advice.

10. Safeguarding in Independent E-Learning

10.1 Our Delivery Model

TRP provides GCSE English Language resit education through an online Learning Management System (LMS)

The platform supports independent learning through video-led lessons, structured activities, quizzes, assessments and progress tracking.

Learners may access the platform from home, college or other suitable locations using their own devices.

We recognise that online learning requires appropriate safeguards, particularly where learners are under the age of 18.

10.2 Platform Safety

TRP maintains safeguarding arrangements appropriate to the features and functions of its LMS.

These include:

- Age-appropriate educational content.
- Secure learner accounts.
- Appropriate access controls.
- Protection of learner personal information.
- Accessible safeguarding reporting information.
- Procedures for responding to safeguarding concerns.
- Review of risks associated with third-party technology.
- Consideration of safeguarding implications when introducing new features.

10.3 Independent Learning

TRP recognises that students may use the LMS independently, without a teacher or parent physically present.

Our platform provides academic teaching and examination preparation. It does not provide continuous learner supervision, pastoral counselling or emergency assistance.

Nevertheless, safeguarding concerns reported to TRP or identified through our services will be handled in accordance with this policy.

Learners are encouraged to seek immediate assistance from a trusted adult or emergency services where they are at risk of harm.

10.4 Reporting Concerns Through the Platform

Learners can access safeguarding contact information through the LMS.

Concerns may be raised using TRP's designated safeguarding contact details.

Reports are handled confidentially, subject to the need to share information where necessary to protect an individual.

TRP does not require learners to disclose safeguarding concerns publicly or through shared learning spaces.

10.5 Future Interactive Features

Where the LMS provides communication or interactive features, TRP assesses the associated safeguarding risks and implements appropriate controls.

Staff-to-learner communication must take place through approved channels.

Any learner-to-learner communication features must be subject to suitable safeguards and oversight.

TRP will review its safeguarding arrangements whenever platform functionality changes.

11. Safeguarding Responsibilities: Colleges and Independent Learners

11.1 Learners Accessing TRP Through a College or other service provider

Where an educational institution provides access to TRP's LMS, that institution ordinarily retains responsibility for safeguarding its enrolled learners within its educational provision.

This includes:

- Day-to-day pastoral support.
- Identifying concerns through college activities.
- Maintaining institutional safeguarding records.
- Making safeguarding referrals where appropriate.

TRP remains responsible for concerns arising through its own platform, staff, communications and services.

Where appropriate, TRP liaises with the institution's DSL to ensure concerns are handled effectively.

11.2 Learners Accessing TRP Independently

Where a parent or carer purchases access for a learner under the age of 18, the learner may use TRP independently at home.

Parents and carers ordinarily remain responsible for supervising and supporting their children outside educational settings.

TRP maintains appropriate safeguards within its own services and responds to safeguarding concerns brought to its attention.

Where necessary, TRP may contact a parent or carer, educational institution or statutory safeguarding agency.

Information will not automatically be shared with a parent or carer where doing so could place a child at risk.

11.3 Adult Learners

Adult learners are treated in accordance with applicable safeguarding, confidentiality and data protection requirements.

Where an adult safeguarding concern arises, TRP considers the individual's wishes and circumstances alongside any legal duty or justification to share information.

12. Prevent and Radicalisation

12.1 Our Commitment

TRP recognises the importance of protecting learners from being drawn into terrorism.

The Counter-Terrorism and Security Act 2015 establishes the Prevent duty for specified authorities.

TRP maintains a proportionate approach to concerns about radicalisation and cooperates with relevant educational institutions and safeguarding agencies.

Concerns that a learner may be susceptible to being drawn into terrorism are treated as safeguarding matters.

12.2 Recognising Concerns

Potential concerns may include:

- Expressions of support for terrorist violence.
- Attempts to recruit or coerce others into extremist activity.
- Exposure to terrorist propaganda or recruitment material.
- Threats of ideologically motivated violence.

- Other behaviours indicating susceptibility to being drawn into terrorism.

Political opinions, religious beliefs, protected characteristics or changes in appearance must not, on their own, be treated as evidence of radicalisation.

Concerns must be considered objectively and in context.

12.3 Notice, Check, Share

TRP uses a proportionate approach to identifying and responding to concerns.

- **Notice:** Recognise information or behaviour that may indicate a genuine safeguarding concern.
- **Check:** Record the concern and consult the DSL or appropriate safeguarding professional. Do not conduct an independent investigation.
- **Share:** Where appropriate, refer the concern to the relevant educational institution, local authority Prevent team, police or other safeguarding agency.

Where there is an immediate threat of violence, emergency services must be contacted on 999.

12.4 Educational Content

TRP aims to ensure that educational materials support critical thinking, respectful discussion and appropriate treatment of others.

Our educational content is reviewed to ensure that it is appropriate for the intended learners.

13. Information Sharing, Confidentiality and Record Security

Safeguarding information is handled sensitively and shared only where there is a lawful and appropriate reason to do so.

Confidentiality must not prevent necessary action to protect a child or adult at risk.

Relevant information may be shared with:

- Educational institutions and safeguarding teams.
- Children's social care.
- Adult safeguarding services.
- Police.
- Relevant statutory safeguarding professionals.

Consent is not always required before sharing information for safeguarding purposes, particularly where obtaining consent could increase risk or delay necessary protective action.

Safeguarding records are:

- Stored securely.

- Accessible only to authorised individuals.
- Kept separate from general learning records where appropriate.
- Retained for an appropriate period.
- Shared securely where necessary.

TRP handles personal information in accordance with applicable data protection legislation and its Privacy Policy.

14. Equality, Inclusion and Learner Welfare

TRP is committed to providing an inclusive and accessible learning environment.

We recognise that learners may have different needs, circumstances and levels of vulnerability.

Safeguarding concerns are taken seriously regardless of age, disability, race, sex, religion, sexual orientation, gender reassignment or other protected characteristics.

Where appropriate, safeguarding communication and reporting arrangements are adapted to support learners with additional needs.

We recognise that some learners may face barriers to reporting concerns, including communication difficulties, fear of consequences or uncertainty about whom to contact.

15. Whistleblowing

TRP encourages individuals to raise concerns about unsafe practices, inappropriate conduct or failures in safeguarding arrangements.

Concerns may be reported to a company director or the designated alternative safeguarding contact.

Where internal reporting is inappropriate or ineffective, individuals may contact relevant external safeguarding authorities.

Individuals raising genuine safeguarding concerns will not be subjected to retaliation for doing so.

16. Policy Promotion and Accessibility

This policy is made available to relevant employees, contractors and educational partners.

Safeguarding information is also accessible to learners and parents or carers through appropriate website or LMS channels.

This includes:

- Safeguarding contact details.

- Instructions for reporting concerns.
- Information about obtaining urgent help.
- An explanation of TRP's safeguarding responsibilities.

Safeguarding information is reviewed when new educational products or platform features are introduced.

17. Monitoring and Policy Review

The directors of TRP review this policy at least annually.

An earlier review will take place where:

- Legislation or safeguarding guidance changes.
- New educational services are introduced.
- Platform functionality changes.
- Safeguarding incidents identify a need for improvement.
- New technology introduces additional risks.
- Relevant safeguarding responsibilities change.

Safeguarding concerns and incidents are reviewed to identify whether changes to procedures, training or platform controls are necessary.

18. Safeguarding Contacts and Support

18.1 Internal Emergency Escalation

Company name: The Resit Project Ltd

Company registration number: 17304317

Registered office: 71–75 Shelton Street, Covent Garden, London, United Kingdom, WC2H 9JQ

Website: www.theresitproject.com

Designated Safeguarding Lead: [Insert name]

Safeguarding email: [Insert monitored email address]

Alternative safeguarding contact: [Insert name and contact details]

18.2 External Crisis Support Agencies

NSPCC Helpline: 0808 800 5000 (24/7 emergency support for young people under 18)

Childline: 0800 1111

Anti-Terrorist Hotline: 0800 789 321

Specialist Support Signposting: Staff can directly connect individuals to local provisions via Anxiety UK, Mind, CALM and Young Minds.

Safeguarding concerns may also be reported directly to the children's social care or adult safeguarding service of the relevant local authority.

Signed by Leah Dyke (Director)