

Safeguarding and Child Protection Policy

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England.

Version 2.0

Reviewed October 2025

Introduction

Education Destination Ltd. is a tour operator based on the Isle of Wight that specialises in the provision of bespoke, curriculum-relevant school trips and group visits.

We assist schools and groups with planning and booking visits to activity providers and also assist with transport and accommodation bookings. We do not provide these services directly.

We also offer schools and groups a wide selection of pre-prepared teaching resources that relate directly to their chosen activities.

Roles and Responsibilities

Whilst Education Destination staff rarely have direct interaction with visiting students, schools and groups may upgrade their visit so staff members “meet and greet” groups of visitors when arriving at our partner venues or accommodation, to assist with arrangements and deal with any problems that may arise. These interactions will always be in the presence of the visiting group’s lead teacher or other adult representative of the school or group.

It is the explicit responsibility of the visiting school or group to maintain full duty of care and supervision for all students under their charge at all times. The school or group’s Designated Safeguarding Lead (DSL) and accompanying staff retain all *in loco parentis* responsibilities.

Education Destination staff are not responsible for the direct supervision, pastoral care, or discipline of visiting students.

At no point is it expected that Education Destination staff will have unsupervised direct contact with visiting students.



**Education
Destination**



www.educationdestination.uk
info@educationdestination.uk

t: 01983 216220



Unit 1 Pritchett's Way
Rookley, Isle of Wight PO38 3LT

Registered in England & Wales,
company number 09028634

VAT registration no. 201 8378 28

Policy Statement and Principles

Child Protection Statement

At Education Destination, we believe everyone has a shared responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise our moral and statutory responsibility to safeguard and promote the welfare of all visiting students.

We will give equal priority to keeping all children and young people who receive our services safe regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

We will facilitate the provision of a safe and welcoming environment where children are respected and valued, and they are listened to.

We recognise that no two students are the same, and that it is important to consider how an individual may be additionally vulnerable due to the impact of discrimination, previous experiences, their level of dependency, communication needs, or other issues in their life.

We will work with our nominated providers to ensure that this ethos is consistent across all aspects of the children's visit, by ensuring that staff are provided with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Education Destination; it will be reviewed annually and in line with any legislative changes.

Third Party Providers

Activity providers, transport providers and accommodation providers may have their own safeguarding policies. Education Destination Ltd. will only contract with third-party providers who confirm they hold their own valid Public Liability Insurance. Where possible we will facilitate access to our providers' PLI documents, risk assessments and other safeguarding information. The responsibility for the day-to-day welfare, safety, and proper performance of the contracted services (including direct supervision and safeguarding) rests solely with the third-party provider. Any claims arising from a provider's negligent performance will be directed back to that provider.



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Our nominated Child Protection Lead is **Debbie Aske-Harris**,
Group Visits Director at Education Destination Ltd.

Our Child Protection Lead will:

- Take responsibility for child protection and wider safeguarding within the organisation
- Act as first point of contact for all staff, schools and groups, and any external agencies regarding safeguarding concerns
- Provide advice and support to colleagues and providers as appropriate on child welfare and child protection matters
- Ensure concerns are recorded accurately and confidentially
- Refer suspected cases, as appropriate, to the relevant body (local authority children's social care, Disclosure and Barring Service, or police, or LADO)
- Liaise with the group's Designated Safeguarding Lead (DSL) if issues arise
- Review any lessons learned from child protection or safeguarding issues that have arisen and implement strategies in light of these lessons.

Education Destination will:

- ensure our Child Protection Lead has annual refresher training and full safeguarding training every two years
- recognise the importance of the role of the Child Protection Lead and ensure they have the time and training to undertake their duties
- ensure that the Child Protection Lead is responsible for co-ordinating action (with the group's DSL) where it is suspected that a child is in need, has been harmed, or is at risk of significant harm
- ensure the Child Protection Lead has a secure understanding of DfE guidance, particularly the statutory guidance *Working Together to Safeguard Children* (December 2023) and *KCSIE* (September 2025) guidelines
- comply with the *Children Act 1989* and the *Children Act 2004*, as they form the foundation of UK child protection law
- ensure all Education Destination staff that work in the field undertake a safeguarding induction and refresher training annually, and ensure staff are aware of and follow the staff Code of Conduct
- ensure all Education Destination staff that work in the field have been vetted through the DBS system with an Enhanced DBS check (without the Children's Barred List check, as their role does not involve 'regulated activity' due to the requirement for constant supervision by the school's representative).



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Policy Principles:

- Welfare of the child is paramount
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation, have equal rights to protection
- All Education Destination staff have an equal responsibility to act on any suspicion or disclosure that may suggest a child is at risk of harm during their visit
- Education Destination staff who are concerned for a student's health, welfare or safety are responsible only for reporting the concern(s), not investigating or validating them.

Policy Aims:

- To provide all staff with the necessary information to enable them to meet their safeguarding and child protection responsibilities
- To ensure consistent good practice
- To demonstrate the Company's commitment to safeguarding and child protection to students, group leaders and supervisors, parents, and other partners.

Reporting Procedures and Recordkeeping

The Company's responsibility to safeguard the welfare of children is of paramount importance. Policies will be reviewed at least annually unless an incident or new legislation or guidance suggests the need for an interim review.

We have adopted child protection and safeguarding best practice through our policies, procedures and code of conduct for staff. We will continue to provide effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff know about and follow our policies, procedures and behaviour codes.

We will ensure that we provide a safe physical environment for children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.

All staff members will maintain an attitude of '*It could happen here*' where safeguarding is concerned. When concerned about the welfare of a child, staff members should always act in the interests of the child.

If, at any point, it is identified that there is a risk of immediate serious harm to a child, or harm is deemed to have occurred, the Child Protection Lead will be informed immediately (within the same working day). They will then liaise with the school's Designated Safeguarding Lead teacher or group leader to determine the best course of action and



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whether we need to be involved, as a company, to investigate or assist further.

If our Child Protection Lead is unavailable, one of the other company directors will liaise with the school's DSL or group leader.

If Education Destination is involved, and it is appropriate to the case, all concerns, discussions and decisions made, and the reasons for those decisions, will be recorded in writing by the Child Protection Lead, and will include:

1. a comprehensive summary of the concern raised
2. details of how the concern was followed up and/or resolved
3. clear notes of any action taken, decisions reached and ultimate outcome.

Information will be kept confidential and stored securely at our Head Office, and managed in line with the UK GDPR and Data Protection Act 2018 requirements.

Staff Code of Conduct / Best Practice

To meet our responsibilities towards students' wellbeing, Education Destination staff who come into direct contact with children and young adults will demonstrate good practice which forms a code of conduct, including:

- treating all students with respect
- setting a good example by always conducting themselves appropriately when in the company of students of any age
- involving students in decisions that affect them
- encouraging positive and safe behaviour amongst students
- protecting students' personal information
- recognising and reporting on any instances of peer-on-peer abuse or other safeguarding concerns that staff witness or are made aware of during their interactions.

Education Destination staff must avoid physical contact with students unless absolutely necessary and unavoidable. Necessary contact is strictly limited to:

- Emergency First Aid administration
- Immediate prevention of an accident or injury (e.g., stopping a student from falling into danger).

In all circumstances, any necessary contact must be with the knowledge and, wherever possible, in the presence of the visiting group's lead adult or teacher and must be reported to the Child Protection Lead immediately afterward for liaison with the group's DSL.



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Colleagues will follow the procedures below in the event of a safeguarding concern:

1. Recognising – the signs of abuse or behaviours that cause concern or a feeling that something is not right
2. Respond - appropriately to a child if they are telling them that something has happened
3. Recording – the information they have, to the best of their ability, without using emotion or opinion, without delay
4. Reporting – to the Child Protection Lead, or in their absence, one of the company directors
5. Referral – the Child Protection Lead will make a referral to the appropriate external agency (Police, children’s social care, adult social care, LADO) – this is likely to involve liaison with the visiting group or school’s Designated Safeguarding Lead
6. Resolution and escalation – it is best practice for the Child Protection Lead to follow up referrals made or to liaise with the group’s or school’s Designated Safeguarding Lead to record outcomes if appropriate and determine if risks still persist.

For Isle of Wight trips, referrals are likely to be made to the Multi Agency Safeguarding Hub (MASH) on 01983 823435

For Dorset Trips, the LADO can be contacted on 01305 221122 or via lado@dorsetcouncil.gov.uk

Guidance for Education Destination staff if you witness something of concern or if a child makes a safeguarding disclosure to you:

1. Listen carefully to what the young person is saying. Be patient and focus on what you are being told. Don’t express your own views and feelings. Allow them time to talk freely and never ask leading questions.
2. Stay calm and do not show that you are shocked or upset. If you show an emotional reaction, it could discourage them from talking and they may take back what they have said.
3. Let them know they have done the right thing in telling you – reassure them.
4. Tell them it is not their fault and they have done the right thing telling you.
5. Explain what will happen next and that you will have to pass this information on – do not promise to keep it a secret.
6. Report to the company Child Protection Lead as soon as possible – do not discuss with any other colleagues or with any accompanying adults with the exception of the group’s



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Designated Safeguarding Lead, unless that person is in some way involved.

7. Write up your conversation, or what you have witnessed, as soon as possible in the child's own words (verbatim). Stick to the facts, and do not add any personal judgements or comments.

Whistleblowing

Any member of staff who has a concern about the conduct of a colleague, or suspects that the Child Protection Lead has failed to act appropriately, should report this confidentially to Jon Carter, Education Destination Managing Director. In case the concern is about both the Child Protection Lead and the Managing Director, you can contact an external source of advice, such as the NSPCC Helpline on 0808 800 5000.

Photography and Images

Education Destination staff members wishing to take photographs or videos of visiting students for publicity purposes are only permitted to do so with the express written permission of the group's lead teacher, who in turn is expected to have received express permission of the relevant parents/guardians.

Online Safety

Education Destination staff members are not permitted to share students' personal details online or to contact students using any personal or social media accounts. All communication with schools and groups will be strictly through designated school staff. Imagery that is used for promotional purposes will be anonymised unless expressly cleared with the subject involved and their parent/guardian, in accordance with our photography policy above.

Contact Details

Nominated Child Protection Lead

Name: Debbie Aske-Harris

Role: Group Visits Director

Phone: 01983 216220 / 07396 937602

Email: Debbie.aske-harris@educationdestination.co.uk

The policy was last reviewed on: 20th October 2025
by Debbie Aske-Harris, Group Visits Director

Signed: 

Date: 20.10.25



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