

Early Help Offer for students			
Current Status:	Operational	Last Review:	
Procedure Owner:	Group Head of Welfare and Safeguarding	Next Review:	July 2026
Roles Responsible for Review:		Originated:	February 2025
Approved by:	Post 16 Curriculum and Quality	Committee:	
Type of Procedure:	Staff / Students	Quality Assured by:	Policy Team

1. Summary

1.1. This policy applies to all staff, volunteers and any other personnel associated with Eastern Education Group Trust (EEGT), which includes:

- Chalk Hill
- Duke of Lancaster School
- Priory School
- Stone Lodge Academy
- Sunrise Academy

1. Introduction

1.1 The Eastern Education Group Trust (EEGT) includes the following academies- Sunrise, Stone Lodge, Priory, Duke of Lancaster, and Chalk Hill Academy. EEGT provides a team of staff to help and support students while they are studying with us. The Early Help Offer aims to support students to remain at school and be successful in their studies.

2. Safeguarding Teams

4.1. The safeguarding Teams are headed up by the Group Head of Welfare and Safeguarding and have two Managers responsible for our SEND Cluster schools. These are the two Heads of Welfare and Safeguarding (SEND), and (SEMH). The managers work together to support the Family Support workers / Safeguarding Practitioners who are based in each school. Dedicated Safeguarding Leads (DSLs) are the first point of contact for all safeguarding issues in school. Close working relationships between social care services, health services and other support agencies are paramount. We see students with any safeguarding or welfare issue concern that may affect their time in school. This can include physical, sexual, financial, emotional abuse or neglect. Poor mental and physical health issues, concerns with friendships, and relationships within the family can also be raised with DSLs.

- 4.2. Care Experienced young people (Children in Care), and Young Carers are monitored to make certain that they are attending school and achieving goals. Strong links are in place with the Young Carers service, Social Workers and the Virtual Schools associated with Care experienced students.
- 4.3. DSLs attend child protection conferences, child in need meetings, family network meetings, child in care reviews and social worker led Personal Education Plans (PEPs).
- 4.4. The Group Head of Welfare and Safeguarding is responsible for welfare and safeguarding operations across EEGT and represents EEGT at the Suffolk Safeguarding Partnership Meetings, the Suffolk PREVENT Delivery Group, Area Safeguarding Groups and sits on the Channel Panel in Suffolk.
- 4.5. Our DSLs are trained in various safeguarding topic including - Prevent training, County Lines, FGM and Safeguarding Level 2, and ensure all staff are adequately trained in up-to-date safeguarding topics.

3. Student Liaison Officers

- 6.1. Student Liaison Officers are based in some of our schools and help with general student behaviour, as well as accompanying staff on home visits.

4. Working with Other Agencies

- 7.1. Our DSLs and management team regularly work with other agencies providing them space to support students. Referral to, liaison with and support is available in school from the following list of agencies and any others (as appropriate) to the student at the time. Police Suffolk, Family Carers, Virtual Schools - Suffolk, Norfolk, Cambridgeshire, Essex, Social Care Services, Mental Health, Youth Justice, Young Peoples Workers (CYP 0-19), The Ferns, Fresh Start New Beginnings, Local GP'S, and the PREVENT team. In addition, the Local Authority are contacted regularly with lists of students that withdraw.

2. Related documents

For SEND support, please see the SEND Policy.

Revision History – Confidentiality Policy – Pastoral Care

Revision date	Reason for revision	Section number	Changes made
February 2025	EEGT Required	1 – 4	SEND Schools and Exning arrangements.