



Allegation of Abuse Policy

Written by Gemma Murray June 2025

Purpose

This policy outlines the procedures for reporting, managing, and investigating allegations of abuse made against staff members to ensure the safety and well-being of all students and staff within The Think FAST Academy.

1. Introduction

Think FAST is committed to providing a safe, supportive, and secure environment for all students and staff. Any suspicion or allegation of abuse must be taken seriously and responded to promptly, fairly, and thoroughly.

2. Scope

This policy applies to all staff members, including full-time, part-time, volunteers, and contractors working within the organisation.

3. Definition of Abuse

Abuse may include, but is not limited to:

- Physical abuse
- Emotional abuse
- Sexual abuse or exploitation
- Neglect or neglectful behaviour
- Discriminatory or discriminatory harassment

Note: All allegations will be treated seriously, regardless of the perceived severity or the knowledge of the involved parties.

4. Reporting an Allegation

Immediate Action: Any staff member suspecting or witnessing abuse must report it immediately to the designated safeguarding lead (DSL) or senior management.

Confidentiality: All reports will be treated with strict confidentiality, and only those involved in the investigation will be informed on a need-to-know basis.

Protection: Staff making an allegation will be supported and protected from retaliation.

5. Procedures for Handling Allegations

Initial Response: The DSL (Gemma Murray) or designated senior staff (Elizabeth Dickenson) will record the allegation accurately and promptly.

Referral: If appropriate, the allegation will be referred to external agencies such as local child protection services or law enforcement.

Investigation: An impartial investigation will be conducted, respecting due process and ensuring fairness.

Outcome: Based on findings, appropriate action will be taken, which may include disciplinary measures, safeguarding interventions, or reporting to authorities.

6. Staff Responsibilities

Maintain a high standard of conduct and professionalism.

Attend safeguarding training regularly.

Report concerns or allegations promptly.

Cooperate fully with investigations.

7. Support for Staff and Students

Support will be provided to students and staff involved in any allegation process.

The organization will ensure a safe environment and appropriate counselling or support services as needed.

8. Record Keeping

All allegations, investigations, and outcomes will be documented securely and retained in accordance with data protection laws.

9. Review

This policy will be reviewed annually or following a significant incident to ensure its effectiveness.

Approved by:

Martin Murray

June 2025

Director