



<b>Document Ref:</b>	Disclosure or discovery of inappropriate images
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<b>Approved by:</b>	Julian Rhodes                      Signature
<b>Confidentiality level:</b>	Internal

#### Amendment History

Date	Version	Author	Details of Amendment
August 2019	1	Paula Watson	Initial Release
August 2020	2	Paula Watson	Annual Review

#### Disclosure or Discovery of Exposure to inappropriate images

Staff should take extreme care to ensure that children and young people are not exposed, through any medium, to inappropriate or indecent images.

There are no circumstances that will justify adults: making, downloading, possessing or distributing indecent images or pseudo-images of children (child abuse images). Accessing these images, whether using the setting's or personal equipment, on or off the premises, or making, storing or disseminating such material is illegal.

If indecent images of children are discovered at the establishment or on the school or setting's equipment an immediate referral should be made to the Designated Safeguarding Officer Lee-Ann Brewer 07949 814505 or the Senior Safeguarding Officer Paula Watson 07967510560; and the police contacted if relevant. The images/equipment should be secured and there should be no attempt to view or delete the images as this could jeopardise necessary criminal action. If the images are of children known to the club or academy, a referral should also be made to children's social care in line with local arrangements.

Under no circumstances should any adult use school or setting equipment to access pornography.

Personal equipment containing pornography or links to it should never be brought into or used in the workplace. Staff should keep their passwords confidential and not allow unauthorised access to equipment. In the event of any indecent images of children or unsuitable material being discovered on a device the equipment should not be tampered with in any way. It should be secured and isolated from the network, and a safeguarding officer contacted without delay. Adults should not attempt to investigate the matter or evaluate the material themselves as this may lead to a contamination of evidence and a possibility they will be at risk of prosecution themselves.

This means that staff should:

- ensure that children cannot be exposed to indecent or inappropriate images
- ensure that any films or material shown to children are age appropriate

This policy will be reviewed annually or sooner if learnings are taken from an incident.