Child Protection & Safeguarding Policy

INTRODUCTION

This policy applies to all Academies within The Spencer Academies Trust. The Directors may approve a transitional policy for recently converted academies in exceptional circumstances. The Scheme of Delegation for each Academy within the Trust outlines the delegated responsibility for staffing matters and the pay and conditions of all staff.

The Academy recognises its responsibilities for safeguarding children and protecting them from harm.

Role	Name	Contact Details
Designated Governor for Child Protection	Sarah Ray	01773 716396
Designated Senior Person for Child Protection	Judy Sisson Stephen Huntington	jsisson@heanorgate.derbyshire.sch.uk s.huntington1@heanorgate.derbyshire.sch.uk
Designated Deputy Persons for Child Protection	Matt Jones	m.jones@heanorgate.derbyshire.sch.uk
LA Child Protection Contact/LADO	Miles Dent	01629 531940
Derbyshire Safeguarding Children's Board (DSCB)	Debbie Peacock	01629 531079

THE SPENCER ACADEMIES TRUST COMMITMENT

Our policy applies to all employees, governors and volunteers working in the Academy and takes into account statutory guidance provided by the Department for Education and local guidance issued by the Local Authority Safeguarding Children Board.

We will ensure that all parents/carers are made aware of our responsibilities with regard to child protection procedures and how we will safeguard and promote the welfare of their children through the publication of this policy.

These duties and responsibilities as set out within the Education Act 2002 sec 175 and 157, DfE Statutory Guidance Keeping Children Safe in Education 2016 and HM Working Together to Safeguard Children 2015 which are incorporated into this policy. The following links are available at the date of the adoption of this policy:

Working together to safeguard children –
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf

Keeping children safe in education –
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/550511/Keeping_children_safe_in_education.pdf

SAFEGUARDING

Safeguarding children is defined as:

- The actions we take to promote the welfare of children and protect them from harm are everyone's responsibility. Everyone who comes into contact with children and families has a role to play.

Safeguarding and promoting the welfare of children is defined as:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes
- Working Together to Safeguard Children 2015 page 6

Safeguarding is not just about protecting children from deliberate harm. It also relates to aspects of school life including:

- Pupils' health and safety.
- The use of reasonable force.
- Meeting the needs of children with medical conditions.
- Providing first aid.
- Educational visits.
- Intimate care.
- Internet or e-safety.
- Appropriate arrangements to ensure school security, taking into account the local context.

Safeguarding can involve a range of potential issues such as:

- Bullying, including cyber bullying (by text message, on social networking sites, etc) and prejudice based bullying.
- Racist, homophobic or transphobic abuse.
- Extremist behaviour i.e. radicalisation.
- Child sexual exploitation.
- Sexting.
- Substance misuse.

- Issues which may be specific to a local area or population, for example gang activity and youth violence.
- Particular issues affecting children including domestic violence, sexual exploitations, female genital mutilations and forced marriage.

Our ethos is that the effective safeguarding of children can only be achieved by putting children at the centre of a system where we listen and hear what they say. Every individual within the Academy will play their part, including working with professionals from other agencies, to meet the needs of our most vulnerable children and keep them safe. We will take opportunities to teach children about important safeguarding issues in a way that is age appropriate.

The Academy, therefore, led by senior members of staff/governors aims to provide a safe environment and vigilant culture where children and young people can learn and be safeguarded. If there are safeguarding concerns we will respond with appropriate action in a timely manner for those children who may need help or be suffering, or likely to suffer, significant harm.

Where staff or others need to raise concerns, these can be to the Principal/Designated Persons for Safeguarding who will coordinate a response. Concerns can be raised directly with Children's Social Care but we would advocate contact with the Principal/Designated Persons first.

The Designated Persons for Safeguarding or Principal who is familiar with national and local guidance will share concerns, where appropriate, with the relevant agencies.

THE POLICY

There are five main elements to our policy:

- Providing a safe environment in which children can learn and develop
- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases of abuse
- Supporting pupils who have been abused or harmed in accordance with his/her child protection plan
- Raising awareness of safeguarding children, child protection processes and equipping children with the skills needed to keep them safe.

We recognise that because of the day to day contact with children, our employees are well placed to observe the outward signs of abuse. The Academy will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk and are listened to
- Ensure children know that there are adults in the school whom they can approach if they are worried
- Ensure that every effort is made to establish effective working relationships with parents and colleagues from other agencies

- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse:

    o availability of local and online advice
    o recognising and managing risks including online, sexual exploitation, sexting and running away as well as radicalisation
    o developing healthy relationships and awareness of domestic violence, bullying and abuse
    o recognising how pressure from others can affect their behaviour.

- Take all reasonable measures to ensure risks of harm to children's welfare are minimised.
- Take all appropriate actions to address concerns about the welfare of a child, working to local policies and procedures in full working partnership with agencies
- Ensure robust child protection arrangements are in place and embedded in the daily life and practice of the Academy
- Promote pupil health and safety
- Promote safe practice and challenge unsafe practice
- Ensure that procedures are in place to deal with allegations of abuse against teachers and other staff including volunteers (DfE Keeping Children Safe in Education 2016 and the Nottinghamshire, Derbyshire or Leicestershire SCB Local Inter-agency Procedures as follows: nottinghamshirescb.proceduresonline.com, llrscb.proceduresonline.com, http://www.derbyshirescb.org.uk/
- Provide first aid and meet the health needs of children with medical conditions
- Ensure school site security
- Address drugs and substance misuse issues
- Support and plan for young people in custody and their resettlement back into the community
- Work with all agencies with regard to missing children, anti-social behaviour/gang activity and violence in the community/knife crime and children at risk of sexual exploitation
- Everyone having a duty to safeguard children inside/outside the school environment including school trips, extended schools, activities and vocational placements.

We will follow the procedures set out by the Nottinghamshire, Derbyshire or Leicestershire Safeguarding Children Board (NSCB) (DSCB) (LRSB) and take account of guidance issued by the DfE in Keeping Children Safe in Education 2016 to:

- Ensure we have a designated senior and deputy persons for child protection who has received appropriate training and support for this role
- Ensure we have a nominated governor responsible for child protection
- Ensure we have a designated teacher for looked after children
- Ensure every member of staff (including temporary and supply staff and volunteers) and the governing body knows the name of the designated senior person responsible for child protection and their role
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person responsible for child protection

- Ensure that there is a whistleblowing policy and culture where employees can raise concerns about unsafe practice
- Ensure that there is a complaints system in place for children and families
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the Academy prospectus
- Notify Children's Social Care if there is an unexplained absence of more than two days of a pupil who is subject to a child protection plan
- Develop effective links with relevant agencies and cooperate as required with their enquiries regarding child protection matters, including attendance at child protection conferences
- Keep written records of concerns about children, even where there is no need to refer the matter immediately; documenting and collating information on individual children to support early identification, referral and actions to safeguard
- Ensure all records are kept securely; separate from the main pupil file, and in locked locations.
- Ensure that we follow robust processes to respond when children are missing from education or missing from home or care
- Develop and then follow procedures where an allegation is made against a member of staff or volunteer
- Ensure safe recruitment practices are always followed
- Apply confidentiality appropriately
- Apply the escalation policy if there is any concern about the actions or inaction of social care staff or staff from other agencies.

SUPPORTING CHILDREN

We recognise that children who are abused or who witness violence may find it difficult to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. The school may be the only stable, secure and predictable element in the lives of children at risk. When at school their behaviour may be challenging and defiant or they may be withdrawn. The Academy will endeavour to support the pupil through:

- The content of the curriculum
- A school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued
- The school behaviour policy which is aimed at supporting vulnerable pupils in the Academy. The Academy will ensure that the pupil knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred
- Liaison with other agencies that support the pupil such as Children's Social Care (in line with Pathways to Provision), behaviour and Attendance Service and Education Psychology Service, use of Complex Case Resolution Meetings (which have replaced JATs) and the Early Help Assessment Form (EHAF) etc
- Ensuring that, where a pupil leaves and is subject to a child protection plan or where there has been wider safeguarding concerns, their information is transferred to the new school immediately and that the child's social worker is informed.

Safe Staff and Supporting Staff

- Safer recruitment processes will be followed in accordance with The Spencer Academies Trust Recruitment and Selection Policy and guidance and DfE Keeping Children Safe in Education 2016, Part Three Safer Recruitment on pages 22 to 39
- Checks and references are an essential part of this process
- Staff will have access to advice on the boundaries of appropriate behaviour and will be aware of our code of conduct (staff expectations) including contact between staff and pupils outside of the workplace. The Guidance for Safer Working Practices for Adults who work with Children and Young People (2009). This should assist in limiting complaints against staff of abuse of trust and/or allegations
- In the event of a complaint or allegation against an employee, the Principal (or the Senior/Deputy Designated Person) if the Principal is not present, should be notified immediately. If the complaint or allegation relates to the CEO or Principal the Directors of the Trust or CEO respectively should be notified. The local chair of governors should be informed without delay. The Academy will respond to all allegations robustly in collaboration with the Local Authority Designated Officer (LADO) and the Trust HR Manager
- Staff may find some of the issues relating to child protection upsetting and may need support which should be provided by the school and their Human Resources Team. Supervision sessions are available to all employees who are involved with child protection issues.

LINKS TO OTHER ACADEMY/TRUST POLICIES OR DOCUMENTS

This policy should be read alongside and in conjunction with other policies and documents regarding the safety and welfare of children. These together make up the suite of policies and documents to safeguard and promote the welfare of children in this Academy:

- *Behaviour*
- *Attendance*
- *Anti-Bullying*
- *Whistle Blowing*
- *Special Educational Needs and Disability (SEND)*
- *Health and Safety (including site security)*
- *Sex Education*
- *New Technologies (IT policy)*
- *Physical Intervention and Positive Handling*
- *Accessibility Plan*
- *Equality*
- *Central Record of Recruitment and Vetting Checks*
- *Complaints Procedure*
- *Freedom of Information*
- *Female Genital Mutilation (FGM)*
- *Radicalisation – Prevent Duty*
- *Staff Behaviour (Expectations and Code of Conduct)*
- *Disciplinary Policy (employee)*
- *Grievance Policy (employee)*