

1. Introduction

1.1. This Policy has been developed in accordance with the principles established by the Children Act 1989; and Education Act 2002 and in line with Government publications:

- Working Together to Safeguard Children 2018
- Keeping Children Safe in Education: for schools and colleges 2018
- What to do if You are Worried a Child is Being Abused 2015

1.2 The Collegiate Trust and Local Governing Body takes seriously its responsibility under section 175 of the Education Act 2002 to safeguard and promote the welfare of students and to work together with other agencies to ensure adequate arrangements within our Academy will identify, assess and support those children who are suffering harm.

1.3 We believe that it is always unacceptable for a child or young person to experience abuse of any kind. We recognise that all adults, including temporary staff, volunteers and Governors, have a full and active part to play in protecting our students from harm and that the child's welfare is our paramount concern.

1.4 All staff believe that our Academy should provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of the individual child.

1.5 The aims of this Policy are:

- To support the child's development in ways that will foster security, confidence and independence
- To provide an environment in which children and young people feel safe, secure, valued and respected and feel confident and know how to, approach adults if they are in difficulties, believing they will be effectively listened to
- To raise the awareness of all Teaching and Support Staff of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse
- To provide a systematic means of monitoring children known or thought to be at risk of harm and ensure the Academy contributes to assessments of need and support packages for those children
- To emphasise the need for effective levels of communication between all members of staff
- To develop a structured procedure within the Academy which will be implemented by all members of the Academy community in cases of suspected abuse
- To develop and promote effective working relationships with other agencies, especially the Police and Social Care
- To ensure that all adults within our Academy who have substantial access to children have been vetted as to their suitability.

2. Definitions and Principles

2.1 For the purposes of this policy safeguarding & 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

2.2 Children includes everyone under the age of 18

2.3 Where a child is suffering significant harm, or is likely to do so, action will be taken to protect that child

2.4 Definitions of Abuse:

The following definitions of abuse are set out in statutory government guidance and provide the framework for responding to risk to children:

- Physical Abuse
- Sexual Abuse
- Emotional Abuse
- Neglect

Further Definitions

As well as the definitions above, there are circumstances which can be indicative of abuse, or constitute abuse and are in any case, damaging to children. We will be aware of the need to act on concerns about the following:

- Domestic (Family) Violence
- Bullying (including cyber bullying)
- Children who go Missing from Care and Home
- Children Missing from Education (CME)
- Child Sexual Exploitation (CSE)
- Child Trafficking
- Private Fostering
- Forced Marriages
- Under-age Marriages
- Female Genital Mutilation (FGM)
- Ritualistic Abuse
- Drugs
- Fabricated or induced illness
- Faith Abuse
- Gangs and Youth Violence
- Gender-based violence/violence against women & girls (VAWG)
- Hate
- Mental Health
- Missing children and adults

- Preventing Radicalisation
- Relationship Abuse
- Sexting
- Peer on Peer Abuse

3. Procedures

3.1. We will ensure that:

- All members of the Local Governing Body understand and fulfil their responsibilities
- We have a designated senior lead (DSL) for Child Protection who is a senior member of staff
- Our DSL will take lead responsibility for safeguarding and child protection
- Our DSL, has undertaken the initial designated senior person training in child protection and subsequent refresher courses every two years
- We have members of staff, including the Principal, who will deputise in the DSL's absence and these staff members are trained to the same standard as the DSL
- All members of staff are provided with Child Protection Training every three years
- All members of staff are provided with a copy of Keeping Children Safe in Education (Part One) and a copy of the Academy's Child Protection Policy
- All members of staff, volunteers, and Governors know:
 - The signs and symptoms of concern
 - How to respond to a student who discloses abuse
 - What to do if they are concerned about a child.
- All Parents/Carers are made aware of the responsibilities of staff members with regard to Child Protection Procedures through publication of the Academy's Child Protection Policy and reference to it in our Academy Prospectus and Academy website
- Early Help Pathways will be employed with expediency for any child that has given rise to a staff member having cause for concern that problems are emerging that could lead to safeguarding concerns
- Our Lettings Policy will seek to ensure the suitability of adults working with children on Academy sites at any time
- Community users organising activities for children are aware of the Academy's Child Protection Guidelines and Procedures
- We will ensure that our selection and recruitment of staff meet the requirements as set down in Safer Recruitment guidance
- We will ensure that at least one member of each interview panel has completed the safer recruitment training.

3.2. Our procedures will be regularly reviewed and updated.

3.3. The name of the DSL for Child Protection will be clearly advertised in the Academy Staff Handbook, with a statement explaining the Academy's role in referring and monitoring cases of suspected abuse.

3.4. All new members of staff will be given a copy of our Child Protection Policy and referred to the relevant pages of the Staff Handbook.

4. Responsibilities

4.1. The DSL is responsible for:

- Referring a child if there are concerns about possible abuse, to the Social Care Assessment team, and acting as a focal point for staff to discuss concerns. A written record of the referral will be sent to the Assessment Team by the end of the working day the referral is made
- Keeping written records of concerns about a child even if there is no need to make an immediate referral
- Ensuring that all such records are kept confidentially and securely and are separate from student records
- Ensuring that an indication of further record-keeping is marked on the student records
- Liaising with other agencies and professionals
- Ensuring that either they or the most appropriate member of staff attends Child Protection Conferences or other multi-agency planning meetings, contributes to assessments and provides a report which has been shared with the Parents
- Ensuring that any student that is subject to a Child Protection Plan who is absent without explanation for two days is referred to their key worker's Social Care Team
- Organising Child Protection training for all Academy staff
- Providing an annual report for the Local Governing Body, detailing any changes and reviews of relevant Policy and Procedures; training undertaken by the DSL and by all staff and Governors; number and type of incidents/cases and number of children subject to a Child Protection Plan (anonymised)

5. Supporting Children

5.1. We recognise that a child who is abused or witnesses violence may feel helpless and humiliated, may blame themselves and find it difficult to develop and maintain a sense of self worth.

5.2. We recognise that the Academy may provide the only stability in the lives of children who have been abused or who are at risk of harm.

5.3. We accept that research shows that the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.

5.4. Our Academy will support all students by:

- Encouraging self-esteem and self-assertiveness, through the curriculum as well as our relationships, whilst not condoning aggression or bullying
- Promoting a caring, safe and positive environment within the Academy
- Liaising and working together with all other support services and those agencies involved in the safeguarding of children
- Notifying the Assessment Team as soon as there is a significant concern

- Providing continuing support to a student about whom there have been concerns who leaves the Academy, by ensuring that appropriate information is forwarded under confidential cover to the student's new institution and ensuring the Academy medical records are forwarded as a matter of priority.

6. Confidentiality

- 6.1. We recognise that all matters relating to Child Protection are confidential.
- 6.2. The Principal or DSL will disclose any information about a student to other members of staff on a need to know basis only.
- 6.3. All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- 6.4. All staff must be aware that they cannot promise a child to keep secrets which might compromise the child's safety or wellbeing.
- 6.5. We will always undertake to share our intention to refer a child to Children's Services with their Parents /Carers unless to do so could put the child at greater risk of harm, or impede a criminal investigation. If in doubt, we will consult with the Duty Manager at the Assessment Team on this point.

7. Supporting Staff

- 7.1. We recognise that staff working in the Academy who have become involved with a child who has suffered harm, or appears to be likely to suffer harm, may find the situation stressful and upsetting.
- 7.2. We will support such staff by providing an opportunity to talk through their anxieties with the DSL or another appropriate member of the Senior Leadership Team and to seek further support as appropriate.

8. Allegations against Staff

- 8.1. All Academy staff should take care not to place themselves in a vulnerable position with a child. It is always advisable for interviews or work with individual children or Parents to be conducted in view of other adults.
- 8.2. All Staff should be aware of the Academy's Behaviour Policy and the Guidelines and Procedures contained in the Staff Handbook.
- 8.3. We understand that a student may make an allegation against a member of staff.
- 8.4. If such an allegation is made, the member of staff receiving the allegation will immediately inform the Principal.
- 8.5. The Principal on all such occasions will discuss the content of the allegation with the Local Authority Designated Officer (LADO).
- 8.6. If the allegation made to a member of staff concerns the Principal, the person receiving the allegation will immediately inform the CEO who will consult as in 8.5 above, without notifying the Principal first.

- 8.7. If the allegation made to a member of staff concerns the CEO, the person receiving the allegation will immediately inform the Chair of Directors for the TCT who will consult as in 8.5 above, without notifying the CEO first.
- 8.8. Suspension of the member of staff, excluding the Principal or CEO, against whom an allegation has been made, needs careful consideration, and the Principal will seek the advice of the LADO and the Local Governing Body.
- 8.9. In the event of an allegation against the Principal or CEO, the decision to suspend will be made by the Chair of Governors, with appropriate advice.

9. Whistleblowing

- 9.1. We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.
- 9.2. All staff should be aware of their duty to raise concerns, where they exist, about the management of Child Protection, which may include the attitude or actions of colleagues.
- 9.3. The Collegiate Trust has a Whistleblowing Policy which can be located on the website <https://tct-academies.org/documents/>

10. Physical Intervention

- 10.1. Staff must only ever use physical intervention as a last resort, when a child is endangering him/herself or others and that at all times it must be the minimal force necessary to prevent injury to another person.
- 10.2. Such events should be recorded and signed by a witness.
- 10.3. We understand that physical intervention of a nature which causes injury or distress to a child may be considered under Child Protection or disciplinary procedures.

11. Bullying

- 11.1. Staff are made aware that to allow or condone bullying may lead to consideration under Child Protection procedures. This includes homophobic, gender related and cyber bullying.

12. Racist Incidents

- 12.1. Our Race Equality and Anti bullying policies acknowledge that repeated racist incidents or a single serious incident may lead to consideration under Child Protection Procedures.

13. Prevention

- 13.1. We recognise that the Academy plays a significant part in the prevention of harm to our students by providing students with good lines of communication with trusted adults, supportive friends and an ethos of protection.
- 13.2. The Academy community will therefore:

- Establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to;
- Ensure that all children know there is an adult in the Academy whom they can approach if they are worried or in difficulty;
- Include across the curriculum, including PSHCE, opportunities which equip children with the skills they need to stay safe from harm and to know to whom they should turn for help.

14. Health & Safety

Our Health & Safety Policy, set out in a separate document, reflects the consideration we give to the protection of our children both physically within the Academy environment and, for example, in relation to internet use and when away from the Academy when undertaking Academy trips and visits.

15. Post Holder

The current DSL is Mrs Louise Stotesbury. In her absence all child protection concerns should be referred to Mrs Katie Burr or Mr Gavin Kensit who are both trained deputies. In the event of none of the named staff being available concerns should be raised directly with the Principal.