

 <p>THE TAUNTON ACADEMY</p>	<p><b>POLICY TITLE:</b></p>	<p><b>Safeguarding</b></p>
<p><b>Committee/Person Responsible for Policy:</b></p>	<p>Deputy Head teacher</p>	
<p><b>Date Approved by Governing Body:</b></p>	<p>September 2018</p>	
<p><b>Date Approved by Trust Board:</b></p>	<p>September 2018</p>	
<p><b>Date due for Review:</b></p>	<p>September 2019</p>	

The Policy is to be reviewed annually and the next review is due in September 2019.

The name of the **Designated Safeguarding** Lead is: Rob Berry. The name of the **Safeguarding Governor** is: Dee Smith **Safeguarding Officers** are: Tamara Dixon (Deputy DSL), Sara Huett, Alison Vercoe and Ben Saddington.

## 1. INTRODUCTION

*Safeguarding and promoting the welfare of children refers to the process of protecting children from abuse or neglect, preventing the impairment of their health or development, ensuring that children grow up in circumstances consistent with the provision of safe and effective and nurturing care and undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully.*

Taunton Academy and the governing body are clear about their responsibilities in relation to safeguarding and promoting the welfare of children.

Section 175 of the Education Act 2002 places a duty on academies to exercise their functions with a view to safeguarding and promoting the welfare of children. By virtue of regulations made under section 157 of the same Act. In order to fulfil our duty under sections 157 and 175 of the Education Act 2002, all educational settings to whom the duty applies should have in place the arrangements set out in chapter 2, paragraph 4 of Working Together to Safeguard Children July 2018. In addition Taunton Academy should have regard to specific guidance given by the Secretary of State under sections 157 and 175 of the Education Act 2002 namely, *Keeping Children Safe in Education September 2018 Part 1 and Annex A*. <https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

Annex A now includes four key topics for all staff to be aware of and consider when working with children:

- Children and the court system, when children are appearing as witnesses;
- Children with family members in prison;
- Criminal Exploitation of children (County Lines): and
- Homelessness

We recognise the Director of Children's Services, within the Local Authority has the overarching responsibility for safeguarding and promoting the welfare of all children and young people in the area. They have a number of statutory functions under the Children Acts 1989 and 2004 which make this clear. This policy is to add detail to expectations of staff/volunteers to expect specific duties to happen in relation to children in need and children suffering, or likely to suffer significant harm, regardless of where they are or who takes any further action.

*'Children are best protected when professionals are clear about what is required of them individually, and how they need to work together'. (Working Together to Safeguard Children 2018).*

All staff are particularly important as they are in a position to identify concerns early and provide help for children, to prevent concerns from escalating. Taunton Academy and its staff form part of the wider safeguarding system for children. This system is described in statutory guidance Working Together to Safeguard Children 2018 Part 1 and Annex A. Schools and colleges should work with social care, the police, health services and other services to promote the welfare of children and protect them from harm.

### **Local issues and Contextual Safeguarding**

Safeguarding incidents can be associated with factors outside the setting and between children outside of school. This is called contextual safeguarding. Our staff are aware of the definition of contextual safeguarding when reporting concerns and must ensure all information and background detail will be given to the DSL when discussing concerns. We are aware in Somerset there are many local issues that can impact on the safeguarding of children, we will endeavour to be aware of all local issues around the provision and work with children, to ensure they are safe. We will attend ONE Team meetings and Team Around the Schools (TAS) groups to share knowledge.

Our policy applies to **all staff**, governors, trustees, agency staff volunteers and visitors working in the school. There are eight main elements to our policy:

- Establish and maintain an environment where education staff and volunteers feel safe, are encouraged to talk and are listened to when they have concerns about the safety and well-being of a child.
- Establishing a safe environment in which children can learn and develop
- Ensuring we practice safer recruitment in checking the suitability of staff and volunteers to work with children and create a culture of vigilance
- Raising awareness of and responding appropriately to safeguarding and Child Protection issues

- Ensure that children, who have additional/unmet needs, are supported appropriately. This could include referral to Early Help services or specialist services if they are a child in need or have been/are at risk of being abused and neglected.
- Equipping children with the skills needed to keep them safe prevent them from maltreatment and impairment
- Having clear procedures for identifying additional needs and reporting cases, or suspected cases, of abuse and allegations against teachers and other members of staff
- Supporting pupils who have been abused in accordance with a Child Protection Plan

## 2. PROCEDURES

Our school procedures for safeguarding children will be in line with Somerset Safeguarding Children's Board (SSCB) and the South West Child Protection Procedures which have been adopted by Somerset Local Authority <http://www.somersetlscb.org.uk> and [www.swcpp.org.uk](http://www.swcpp.org.uk)

They will take into account statutory guidance on inter-agency working to safeguard and promote the welfare of children including Working Together to Safeguard Children 2018 <https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>

We will adopt "Keeping Children Safe in Education" as stated by the NSSCB and will ensure that all individuals we engage to work within our school are made aware of this guidance.

Any concerns raised about any safeguarding issues can also be raised through the Taunton Academy Whistleblowing Policy and with any members of our Safeguarding Team including the Safeguarding Governor.

There are circumstances when it is appropriate for staff in school to use reasonable force to safeguard children and young people. The term 'reasonable force' covers the board range of actions used by staff that involve a degree of physical contact to control or restrain children. This can range from guiding a child to safety by the arm, to more extreme circumstances such as breaking up a fight or where a young person needs to be restrained to prevent violence or injury. 'Reasonable' in these circumstances means ' using no more force than is needed'.

As an Academy we will fully support the use of reasonable force if it is perceived that a student is highly likely to:

- Hurt themselves
- Hurt someone else
- Damage school property

The Academy uses individual plans for vulnerable children to reduce these types of incidents. This especially applies to children with SEN and Disabilities, Risk Assessments and Positive Handling Plans (PHP) will be shared with staff and specific incidents where reasonable force is used will be logged in the 'Capitalised

Bound and Numbered' book. There are a number of staff who are 'Team Teach' trained to support both staff and students.

## 2.1 Safe Recruitment

We will ensure that there are appropriate staff and governance with safer recruitment training for interviews and that safer recruitment practices are followed always. We will maintain a **single central record** to ensure all statutory requirements. All references will be verified and recorded.

We will follow relevant guidance in Keeping Children Safe in Education September 2018 (Section 3 Safer Recruitment) and from The Disclosure and Barring Service (DBS):

<http://www.somersetlscb.org.uk/safer-recruitment.htm>

<https://www.gov.uk/government/organisations/disclosure-and-barring-service>

- Our selection and recruitment policy will include all appropriate checks on staff and suitability including DBS checks. With regard to the recruitment of volunteers our policy will be rigorous and follow DBS guidance taking into account regulated and supervised activity.
- Ensure that all adults within our school who have access to children have been checked as to their suitability as outlined in Keeping Children Safe in Education September 2018.
- Ensure that all staff and volunteers have read the staff behaviour policy (code of conduct) and understand that their behaviour and practice needs to be in line with it.
- Ensure all staff receive appropriate safeguarding training (which is updated regularly so that they are knowledgeable and aware of their role in the early recognition of the indicators of abuse or neglect and of the appropriate procedures to follow. This will include regular updates where required.
- Our induction training will include the provision's behaviour policy for pupils and the school's procedures for managing children who are missing education, as well as the staff code of conduct, and the child protection policy.

Keeping Children Safe in Education Part 1 and Annex A will be read by all members of the staff; and for everyone working directly with children. There will be mechanisms in place to assist staff to understand and discharge their role with regards to safeguarding.

### Allegations

Any allegations against staff other than the Head teacher, volunteers, governors, trustees, agency staff, contractors and visitors that indicate that they may have:

- behaved in a way that has harmed a child, or may have harmed a child
- possibly committed a criminal offence against or related to a child or
- behaved towards a child or children in a way that indicates he or she would pose a risk of harm to children

We will report immediately to the Head teacher. If the Head teacher is not present we will report it to the Designated Safeguarding Lead. The Head teacher will inform the Local Authority Designated Officer (LADO) following the guidance in *Keeping Children Safe in Education 2018 part 4*

If the allegation made to a member of staff concerns the Headteacher, the person receiving the allegation will immediately inform the Chair of Governors who will consult as above, without notifying the Head teacher first.

The name of any member of staff considered not suitable to work with children will be referred to the Disclosure and Barring Service (DBS) with the advice and support of Human Resources and in accordance with the DBS Referral Policy.

## 2.2 Raising Awareness and Equipping Children with Skills Needed

We recognise that because of the day to day contact with children, school staff are well placed to observe the outward signs of abuse and that **all staff** and governors have a full and active part to play in protecting our pupils from harm. The school will therefore:

- Ensure children know that there are adults in the school whom they can approach if they are worried
- Embed opportunities in the curriculum and school life for children to develop the skills they need to recognise and stay safe from abuse, including online
- Raise the awareness of all staff members of the need to safeguard and promote the welfare of children, and of their responsibilities in identifying and reporting possible cases of abuse
- Children who may require early help will be offered **early** intervention through Early Help support services for families. A directory of early help services is available from the Early Help Advice Hub on 01823 355803. Somerset Choices and Professional Choices will also help practitioners and families find information and support to prevent escalation of needs and crisis
- Ensure every member of staff (including temporary, agency staff and volunteers) and the governing body knows the name of the Designated Safeguarding Lead (DSL) and their deputies responsible for child protection and their role (Annex B Keeping Children Safe in Education)
- The name of the Designated Safeguarding Lead and their deputies will be clearly visible in the school, with a statement explaining the school's role in referring and monitoring cases of suspected abuse and allegations

## 2.3 Implementing Procedures for Reporting Abuse

We will:

- Have a Designated Safeguarding Lead for child protection who has undertaken two day multi-agency Advanced Safeguarding Training as recommended by the Somerset Safeguarding Children Board (NSSCB) and update this training every two years.

- <http://somersecpd.webbased.co.uk/index.asp>

- Have a member/s of staff who will act in the Designated Safeguarding Lead's absence who have also received multi-agency training, and who will be familiar with the roles and responsibilities and know the procedures to follow
- Ensure we have a nominated governor responsible for safeguarding who has been appropriately trained
- Ensure **all staff**, volunteers, governors and trustees understand their responsibilities in being alert to the signs of abuse and neglect so that they are able to identify cases of children who may be in need of help or protection and the importance of reporting their concerns expeditiously
- Ensure that all staff, volunteers, governors and trustees maintain an attitude of 'it could happen here' and when concerned about the welfare of a child always act in the best interest of the child Notify Social Care immediately if there is an unexplained absence of any pupil who is subject to a Child Protection Plan (or an absence which has been explained by a parent or carer but the school is concerned) Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at inter agency meetings, strategy meetings and case conferences Keep clear written records of concerns about children, even where there is no need to refer the matter immediately Provide a systematic means of monitoring children known or thought to be at risk of harm, and ensure we, the school, contribute to assessments of need and support plans for those children Ensure all records are kept securely, separate from the main pupil file, and in locked locations.
- Understand that our responsibility to safeguard children requires that we all appropriately share any concerns that we may have about children. This may include contacting the Single Point of Access (SPA), Social Care or the Local Authority Designated Officer (LADO) who will provide consultation and advice for anyone working with children
- Ensure that parents have an understanding of the responsibility placed on the school and staff for safeguarding and child protection by making the policy available to them and sharing safeguarding procedures
- The school will normally seek to discuss any concerns about a child with their parents/carers and gain consent to make a referral or an offer of support. However, if the school believes that notifying parents/carers could increase the risk to the child or exacerbate the problem advice will be taken
- Ensure all members of staff are provided with opportunities to receive Basic Awareness training by the Local Authority Safeguarding in Education Officer or other source in order to understand their responsibilities relating to safeguarding children
- Ensure that all staff members are aware of the systems within the school which support safeguarding – this should include the safeguarding policy, staff behaviour policy (see Guidance for Safer Working Practice) and identify the Designated Safeguarding Lead and should be part of staff induction
- Recognise that all matters relating to child protection are confidential and the Head teacher or Designated Safeguarding Lead will disclose personal information about a pupil to other members of staff on a need to know basis only
- Ensure all staff must be aware that they have a professional responsibility to share information to other agencies in order to safeguard children and that they cannot promise a child to keep secrets which might compromise the child's safety or well- being, or that of another

- Always undertake to share our intention to refer a child to Social Care 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 Social Care on this point.

## **2.4 Supporting Pupils who have been Abused**

We will:

- Recognise that a child who is abused, who witnesses violence or who lives in a violent environment may feel helpless and humiliated, may blame him/herself, and find it difficult to develop and maintain a sense of self-worth. Four categories of abuse are: Physical abuse, Neglect, Sexual abuse and Emotional abuse.
- Recognise that the school may provide the only stability in the lives of children who have been abused or who are at risk of harm
- Be aware 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
- Ensure these children are particularly closely monitored, supported and any concerns are recorded and reported to Social Care
- Attend case conferences, core group meetings and other liaison meetings as necessary
- Implement a Personal Education Plan (PEP) for all Children in Care and a Pastoral Support Plan (PSP) or Individual Learning Plan (ILP) for other children where there is a need for specific support in school
- Establish a safe environment which supports all pupils

## **2.5 Establish a Safe Environment**

We will:

- Support the child's development in ways that will foster security, confidence and resilience in every aspect of school life including through the school curriculum
- Provide an environment in which children and young people feel safe, secure, valued and respected, feel confident and know how to approach adults if they are in difficulties
- Ensure that children and young people are educated about the expectations they should have relating to the behaviour of adults who work with them
- Develop effective working relationships with all other agencies involved in safeguarding children such as Social Care, Community Family Teams, to include Get Set, the Police, Child and Adolescent Mental Health Services and other external agencies
- Ensure that we have a named Designated Teacher for Children Looked After and that we provide the best opportunities and support for children to achieve the best outcomes and participate in school life

- Contribute to the wider safeguarding agenda by working with the local community and following government guidance to help our children live in a safe environment
- Recognise that staff working in the school 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. We will support such staff by providing an opportunity to talk through their anxieties with the Designated Safeguarding Lead and to seek further support
- Ensure that staff are aware of other key issues that relate towards safeguarding children and young people. These include:

<b>Statutory</b>	<b>Contextual</b>
Children missing from education	Staff code of conduct/professional expectations
Child Sexual exploitation	E-technology and online abuse
Honour based violence	Domestic Abuse
FGM mandatory reporting duty	Fabricated or Induced illness by carer
Forced marriage	Child Criminal Exploitation
Preventing radicalisation	Breast Ironing/Binding
Harmful Sexual Behaviour	Faith Abuse
Peer on Peer abuse	Historical Abuse
	County Lines
	Private fostering
	Hate Crime
	Sexting
	Grooming
	Use of Reasonable force

All staff receive a safeguarding update at the beginning of Term 1, to ensure they are fully briefed with any government changes, new initiatives, key issues or policy changes. Updates in term 3 and 5 or where appropriate will also be completed throughout the academic year. Key information can also be found on the safeguarding notice board in the staff room.

### **3. POLICY REVIEW**

The Governing Body is responsible for ensuring the annual review of this policy.

This policy has been developed in accordance with the principles established by the Children Act 1989; and in line with government and local publications:

- “Working Together to Safeguard Children” September 2018
- Keeping Children Safe in Education September 2018
- “Somerset Safeguarding Children Board Threshold Criteria for CIN and CP Referrals”
- “Guidance for Safer Working Practice for Adults who Work with Children and Young People”.
- Revised Prevent Duty Guidance
- Mandatory reporting of Female Genital Mutilation
- Disclosure and Barring Service Guidance.
- Somerset Safeguarding Children Board.



- South West Child Protection Procedures.
- Use of reasonable force in schools July 2013.

DRAFT - PENDING APPROVAL