



DAYSPRING TRUST

Venerable Bede CE

Academy

Child Protection Policy

Reviewed Autumn 2016

Ratified by MAT Board

Date: 26/09/16

The Dayspring Trust aims to serve its community by providing an education of the highest quality within the context of Christian faith and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils. We believe that our Christian values spring from the two great commandments, 'Love God and love your neighbour'. We seek to live this out through the power of the Holy Spirit. St Paul reminds us in Galatians 5.22-23 that the fruit of the Spirit is "Love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control". These are also underpinned by the Old Testament injunction to "Do justly, love mercy and walk humbly with our God" Micah 6.8. These values rooted in the Christian Faith come as a package and we aim to embed them in the life of our academies in a worked out way. We recognise that at times we may highlight particular values to bring them into greater prominence within our academies and these are currently the five values of Forgiveness, Hope, Joy, Perseverance and Wisdom. We believe these values to be in accordance with British values springing from our Judeo-Christian roots. Collective worship will play a major and vital part in assisting with this process of embedding these values in the life our academies.

The Multi Academy Trust Members and Directors are aware of their responsibilities in law and are committed to the provision of an excellent education within its academies in accordance with our Anglican foundation. This is embraced in our Dayspring Trust vision statement:

- **Forge a supportive and challenging family of academies**
- **Provide excellent education within a strong Christian community**
- **Resource our pupils for wise and generous living**

In addition, each academy also has its own distinctive mission statement, flowing out from the vision statement of the Dayspring Trust.

At Ian Ramsey CE Academy:

"Together to learn, to grow, to serve."

This is embodied in scripture:

'Each of you should use whatever gifts you have received to serve others, as faithful stewards of God's grace in various forms.' 1. Peter 4.10

At Venerable Bede CE Academy:

"Soar to the heights together"

This is embodied in scripture:

'But those who hope in the Lord will renew their strength. They will soar on wings like eagles; they will run and not grow weary, they will walk and not be faint.' Isaiah 40:31

This policy has been developed to take into consideration our ethos as well as local and national policy and guidance.

Purpose and Aim

The Dayspring Trust Child Protection Policy aims to provide clear direction to staff and others within each of its academies about expected codes of behaviour in dealing with child welfare concerns. The policy also aims to make explicit the Trust's commitment to the development of good practice and sound procedures to keep children safe in our establishments.

The purpose of the policy is, therefore, to ensure that our children's welfare is of paramount importance, early and additional help is offered to prevent escalation and where Child Protection concerns are identified referrals are handled sensitively, professionally and in ways that support the needs of the child's well-being.

Directors, Academy Council members and staff within the Trust are committed to safeguarding and promoting the welfare of children in our care through all of our policies, procedures and practices. We expect parents and visitors to share this commitment and understanding.

Introduction

The academy fully recognises the contribution it can make to keeping children safe and supporting the pupils in its care. There are four main elements to the academy's child protection policy:

1. prevention (positive school atmosphere, careful and vigilant teaching, pastoral care, support to pupils, providing good adult role models, the identification of early and additional support/services to children and families and recognising and reducing risks to children including harassment, bullying, victimisation, exploitation, radicalisation and issues such as Female Genital Mutilation and Forced Marriage).
2. protection (following agreed procedures, ensuring all staff respond appropriately and sensitively to child protection concerns and that every member of staff has regular training and updates at least annually and are supported to refer their concerns to the Designated Safeguarding Lead or the Integrated Contact and Referral Team, Children's Safeguarding on 0191 520 5560 directly IF NECESSARY. In certain specific cases such as Female Genital Mutilation (Mandatory reporting of FGM from October 2015), Radicalisation or Forced Marriage there are named teams and individuals within the police who can be contacted).
3. reconsideration (following and challenging the progress of new referrals and existing cases to ensure that individual cases are reconsidered if there remains no improvement to a child's circumstances)
4. support (to pupils and school staff and to children who may be vulnerable due to their individual circumstances.)

All staff have a responsibility to recognise child abuse, neglect and peer on peer abuse in its many forms. Additional guidance on how the Trust supports the following areas of need, additional need or harm are either hyperlinked to the areas below from Keeping Children Safe in Education 2016 or a named Trust policy.

The areas include:

- Bullying including cyberbullying
- Children missing from education
- Children Sexual Exploitation
- Domestic Violence
- Drugs
- Fabricated or induced illness
- Faith Abuse
- Female Genital Mutilation (FGM)
- Forced Marriage
- Gangs and Youth Violence
- Gender Based Violence
- Mental Health
- Private Fostering
- Preventing Radicalisation
- Relationship Abuse
- Sexting Guidance
- Trafficking
- Peer on Peer Abuse

In the event of any of these issues being recognised, information should be shared directly with the Designated Safeguarding Leads which may result in the situation being monitored and supported in school or the pupils being referred to specific services.

This policy applies to the academy's whole workforce.

Framework and Legislation

Schools do not operate in isolation. Keeping Children Safe from Significant Harm is the responsibility of all adults especially those working with children. The development of appropriate procedures and the monitoring of good practice are the responsibilities of the Local Safeguarding Children Board which includes the partnership of several agencies who work with Children and families across the City.

The academy is committed to respond in accordance with the Local Safeguarding Children Board www.sunderlandscb.com and partner agencies in all cases where there is a concern about significant harm.

Significant Harm is defined in The Children's Act 1989 as the ill-treatment (including sexual abuse and physical abuse) or the Impairment of health (physical or mental) or

development (physical, intellectual, emotional, social or behavioural) as compared to a similar child.

Note: harm now includes the impairment of a child's health or development as a result of witnessing the ill treatment of another person
(*Adoption and Children Act 2002*)

Local Authorities have a duty to investigate (under S47 of the Children Act 1989). Where a Local Authority is informed that there is a child who is living, or is found, in their area and they have reasonable cause to suspect that child is suffering or is likely to suffer significant harm they must make such enquiries as necessary to promote or safeguard the child's welfare. The Integrated Contact and Referral Team, Children's Safeguarding undertakes this responsibility on behalf of the Local Authority once a referral has been made.

Keeping Children Safe in Education September 2016 contains information on what schools and colleges **should** do and sets out the legal duties with which schools and colleges **must** comply. It should be read alongside Working Together to Safeguard Children 2015 which applies to all the schools, including maintained nursery schools. The Children Act 1989 sets out the Legal Framework.

Roles and Responsibilities for all staff

Safeguarding and promoting the welfare of children is defined for the purposes of this policy as: protecting ALL children from all forms of maltreatment and abuse (including in addition to the four categories of harm, issues such as child sexual exploitation, honour based violence, inclusive of female genital mutilation and forced marriage, preventing radicalization and extremism, harassment, bullying and victimisation); preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes. This includes everyone under the age of 18.

Everyone who comes into contact with children and their families has a role to play in safeguarding children. Due to the regular contact with children all staff have a particularly important role as we are in a position to identify concerns early and provide help for children and to prevent concerns from escalating. Children can make disclosures or show signs of abuse at any time and to any individual and safeguarding incidents can occur within schools. Therefore, it is important that ALL staff:

- Ensure that they listen to and reflect on the voice of the child at ALL times and take seriously any concerns raised to them by a child.
- Ensure that they report ANY concerns of harm to any child to the Designated Safeguarding Lead immediately. (However, ALL staff can refer their concerns directly to the Integrated Contact and Referral Team if necessary and the police in the stated incidents above). If staff report concerns directly, they should inform the Designated Safeguarding Lead as soon as possible.

- Ensure that they record any information shared directly with them by a child or observed/witnessed with the Designated Safeguarding Lead immediately. This could include sharing information on behalf of the Designated Safeguarding Lead with other agencies. All discussions, decisions and reasons for them should be recorded in writing.
- Ensure that they maintain an attitude **of 'it could happen here'** and report any concerns regarding the behaviour of an adult/staff member in school directly to the Designated Safeguarding Lead/Headteacher.
- Ensure that they feel able to raise concerns about poor or unsafe practices of staff and potential failures in the school's safeguarding regime through whistleblowing procedures and the staff behaviour/code of conduct policy.
- Ensure that they attend regular training/updates at least annually to support them in recognising the signs and symptoms of abuse, particularly in support of early identification of needs of children to prevent an escalation of need or risk to the child.
- Ensure from the 1st July 2015 that under the Counter Terrorism and Security Act, April 2015 that the school has 'Due regard' To Prevent' and to assess risk of children and young people being drawn into extremism (based upon potential risks in local area and that clear protocols in place for all visitors so that views are appropriate and not an opportunity to influence others).
- Ensure from October 2015 that there is mandatory reporting to the police in all cases where teachers discover that an act of FGM appears to have been carried out.
- Ensure that staff understand through online safety training the additional risks for pupils online and continue to promote the Trust's online safety policy in the protection of all pupils.

The academy will work with social care, the police, health services and other services to promote the welfare of children and protect them from harm.

The Designated Safeguarding Lead

The MAT Board has appointed staff from the Senior Leadership Team as Safeguarding Lead and Deputy Safeguarding Leads:

Lynne O'Leary	Designated Safeguarding Lead
Chris Roberts	Deputy Safeguarding Lead
Jo Fox	Deputy Safeguarding Lead

The Deputy Safeguarding Leads are trained to the same standard as the Designated Lead. Whilst the activities of the DSL can be delegated to the appropriately trained

Deputies, the ultimate lead responsibility for child protection will not be delegated and remains with the Designated Safeguarding Lead.

If there was an immediate safeguarding concern and the Designated Safeguarding Leads were unavailable, immediate support will be sought via the Integrated Contact and Referral Team, Children's Safeguarding on 0191 520 5560.

The above staff have the appropriate authority and training to undertake such a role and are able to provide advice and support to other staff on child welfare and child protection matters. The Safeguarding Lead is able to take part in strategy discussions and inter-agency meetings and to support other trained staff to do so as well as to contribute to the assessment of children.

The role of the Designated Safeguarding Lead

The MAT Board has ensured that each Academy has designated an appropriate senior member of staff to take lead responsibility for child protection. This person has the status and authority within the academy to carry out the duties of the post including committing resources and, where appropriate, supporting and directing other staff.

The DSL has a very detailed role (see appendix 3).

The broad areas of responsibility for the designated safeguarding leads are identified here.

Managing Referrals

- Refer all cases of suspected abuse to the Integrated Contact and Referral Team, Children's Safeguarding.
- Refer cases to the Disclosure and Barring Service (cases where a person is dismissed or left due to risk/harm to a child); and/or
- Refer to the Police (cases where a crime may have been committed including Sexual Exploitation (MSET lead), Radicalisation (through the Single Point of Contact for the Channel Panel) Female Genital Mutilation and Forced Marriage).
- Support staff who make referrals to the Integrated Contact and Referral Team, Children's Safeguarding, Channel Panel or Police as appropriate.

Work with Others

- Liaise with the Head of School or Executive Headteacher to inform him or her of issues especially ongoing enquiries under Section 47 of the Children Act 1989 and police investigations.
- As required liaise with the case manager (Executive Headteacher, Head of School, or where the EHT/Head of School is the subject of allegations the Chair of the MAT Board) and DO at the Local Authority for child protection concerns.
- Act as a source of support, advice and expertise to staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies.

Training

The Designated Safeguarding Lead undergoes appropriate training carried out every two years. They will undertake prevent awareness raising and in addition to the formal training their knowledge and skills will be refreshed at regular intervals but at least annually so they:

- Understand and keep up with any developments to their role.
- Understand the assessment process for providing early help and intervention, for example through locally agreed common and shared assessment processes such as early help assessments.
- Have a working knowledge of how local authorities conduct a child protection case conference and a child protection review conference and be able to attend and contribute to these effectively when required to do so.
- Ensure each member of staff has access to and understands the academy's child protection policy and procedures, especially new and part time staff.
- Be alert to the specific needs of children in need, those with special educational needs and young carers.
- Be able to keep detailed, accurate, secure written records of concerns and referrals.
- Obtain access to resources and attend any relevant or refresher training courses.

- Encourage a culture of listening to children and taking account of their wishes and feelings, among all staff, in any measures the school or college may put in place to protect them.
- Understand and support the academy with regards to the requirements of the Prevent duty and be able to provide advice and support to staff on protecting children from the risk of radicalization.

Raising Awareness

The designated safeguarding lead ensures the academy's policies are known and used appropriately:

- Ensure the academy's child protection policy is reviewed annually and the procedures and implementation are updated and reviewed regularly, and work with trustees regarding this.
- Ensure the child protection policy is available publicly and parents are aware of the fact that referrals about suspected abuse or neglect may be made and the role of the academy in this.
- Link with the local LSCB to make sure staff are aware of training opportunities and the latest local policies on safeguarding.

Child Protection File

- Where children leave the academy ensure their child protection file is transferred appropriately for any new school or college as soon as possible but transferred separately from the main pupil file. Ensuring secure transit and confirmation of receipt. This may be through an electronic system.

Availability

- During term time the Designated Safeguarding Lead or Deputy) should always be available (during school hours) for staff to discuss any safeguarding concerns.
- Whilst generally, the DSL or Deputy would be expected to be available in person, consideration should be given in exceptional circumstances for support to be given via telephone and or Skype.
- For any out of hours/out of term activities, cover arrangements are made utilising the Safeguarding Team and the Executive Headteacher and Head of School.

Directors' and Academy Councils' Role and Responsibilities

- All Directors and members of the Academy Councils receive training to clarify their statutory role in keeping children safe to support their quality assurance of those statutory arrangements.
- The Chair of the MAT Board (The Venerable Stuart Bain) is appointed to support the Designated Safeguarding Lead in their role from the perspective of challenging the safeguarding and child protection activity within each academy and to ensure that the Safeguarding Report demonstrates fully and accurately the safeguarding arrangements and any action to progress areas of weakness or development. The role of the Chair is to ensure trustees receive training to clarify their statutory role in keeping children safe to support their quality assurance of those statutory arrangements.
- In the event of allegations of abuse being made against the Head of School or Executive Headteacher teacher, allegations will be reported directly to the Designated Officer (DO).
- A representative from the Local Academy Council has been appointed to support the DSL in their role from the perspective of ensuring the allocation of funding and resource is sufficient to meet the current safeguarding and child protection activity.
- Ensure that the appointed member of the Trust holds the Head of School to account on all matters involving safeguarding through an effective Child Protection Policy that is embedded and followed by all the workforce in all of the above raised areas.

Information for Parents

Parents/carers should be aware that the academy will take any reasonable action to safeguard the welfare of its pupils. In cases where the school has reason to be concerned that a child may be subject to significant harm, ill-treatment, neglect or other forms of abuse, staff have no alternative but to follow the Local Safeguarding Children Board Procedures and inform the Integrated Contact and Referral Team, Children's Safeguarding or Police of their concern.

Procedures

The Designated Safeguarding Lead (or Deputy DSL) will be informed immediately by an employee of the academy, pupil of the academy, parent of the academy, other persons, in the following circumstances:

- Suspicion that a child is being harmed
- There is evidence that a child is being harmed

The Designated Safeguarding Lead will keep a full record of concerns raised and make referrals to the Integrated Contact and Referral Team, Children's Safeguarding if necessary. The Head of School will be kept informed at all times.

Please see appendix 1 for procedures in relation to Venerable Bede CE Academy (Sunderland Safeguarding Childrens Board) and appendix 2 for Ian Ramsey CE Academy (Stockton Safeguarding Childrens Board).

The academy recognises that, statistically, children with behavioural difficulties and disabilities are the most vulnerable to abuse. School staff who work, in any capacity, with children with profound and multiple disabilities, sensory impairment and/or emotional and behavioural problems will need to be particularly sensitive to signs of abuse. School staff must give consideration to children who are subject to a statement of special needs, an Education Health Care Plan or have a medical condition as these can mask safeguarding issues and must not be dismissed.

The academy also recognises that in a home environment where there is domestic violence, drug or alcohol misuse or mental health issues children may also be vulnerable and in need of support and protection.

This policy **MUST** be read and considered in conjunction with other related policies in school.

These include:

Robust School Recruitment and Selection policy-inclusive of safer recruitment guidance and regulation for example a **single central record** which demonstrates the pre-employment vetting checks for all staff (e.g. identity, qualifications, right to work in the UK), for the workforce who are in regulatory activity (enhanced DBS, children's/adult barred list, prohibition checks for teachers since 2013) and supervision of those who don't meet this requirement.

- Clear recruitment procedures which embeds safeguarding across every aspect from vacancy to conditional appointments, induction and an on-going culture of vigilance.
- Trained panel members who ensure that the policy works in practice in all recruitment and selection within the school.
- School Staffing (England) Regulations 2009, Regulation 9: require governing bodies of maintained schools to ensure at least one member of a recruitment panel must undertake safer recruitment training to satisfy all requirements in the statutory guidance Keeping Children Safe in Education 2015 and Working Together 2015.
- **Staff Behaviour Policy (Code of Conduct) Guidance for Safer Working Practices for Adults who Work with Young People.** The school will ensure that all staff and volunteers are aware of the need for maintaining appropriate and professional boundaries in their relationships with young people and agree to work within all policies and procedures to safeguard both children and adults.

- The school will ensure that staff and volunteers are aware that sexual relationships with pupils aged under 18 are unlawful and could result in legal proceedings being taken against them under the Sexual Offences Act 2003 (Abuse of Position of Trust).
- **Behaviour & Discipline Policy** – inclusive of the Use of Reasonable Force.
- **Anti-Bullying Policy/Cyber Bullying.**
- **Inclusion & Special Education Needs Policy.**
- **The Schools Educational Visits/Off Site Policy** (reviewed annually) reflects the consideration we give to the safeguarding of our children both within the school environment and when away from the school when undertaking school trips, visits or pupils being creatively educated.
- **Photographic and Digital Imagery Policy** with parental consent forms annually signed.
- **Administration of Medicines Policy and Procedures** with trained staff who manage this.
- **Pupils with Medical Needs Policy** and implications for your workforce pupils and partnership with parents.
- **Attendance Management policy**- school management for attendance and the partnership with the LA in reporting children missing from education and those deleted from the schools admission register.
- **Missing Children Policy** – inclusive of runaways, missing, and children missing from education, ensuring appropriate safeguarding responses.
- **Complaints Policy**
- **Allegation Management Policy**
- **Professional Confidentiality** – the academy recognises that the only purpose of confidentiality for the purposes of safeguarding is to benefit the child.
- **Information Sharing Policy** (internal and external exchange of information)
- **Looked after Children Policy** inclusive of named LA teacher whose role is to champion the achievement of LAC in your schools and work closely with the DSL.
- **Intimate Care and Care Plan Policy** – inclusive of procedure to support pupils who have an accident and either wet, soil or menstruate and need assistance.
- **Unaccompanied travel to and from school procedure** to ensure pupils safety.

- **Single Equality Scheme.**
- **Spiritual, Moral, Social and Cultural Curriculum** inclusive of Female Genital Mutilation, Domestic abuse, Child Sexual Exploitation, Mental Health and Well-being and Fundamental British Values.
- **Training and Support** - all staff receive appropriate safeguarding and child protection training which is regularly updated (annually) together with regular updates as and when necessary.

Record Keeping

- The academy is clear about the need to record any concerns, discussions held, decisions made and the reasons for those decisions about a pupil. Electronic records are held via SIMS and paper based records are held via standard safeguarding pro-formas. Following a child leaving the academy, we follow the appropriate transfer procedures and retention guidelines.

Peer on Peer Abuse

- The academy recognises that children are capable of abusing their peers. Peer on peer abuse can take on many forms and any concerns raised will be investigated and dealt with appropriately. No peer on peer abuse will be tolerated or minimised as part of growing up and all those involved will be provided with an appropriate level of support.

Our Child Protection Policy has been adapted from a template originally developed by members of CAPE (National Group of Education Leads for Safeguarding/Child Protection across the North West/East) Sunderland City Council Education Safeguarding Team remodelled and adapted to suit our needs. In 2014, 2015 and 2016 this template was again revised in partnership with Pam Gartland: Safeguarding First Ltd to provide a guidance tool for schools In light of the new statutory DfE guidance 'Keeping Children Safe in Education'. Approved by SSCB policy and procedure sub-group.

It has been informed by the following legislation and national & local guidance:

Education Act 2002 Section 175

www.legislation.gov.uk/ukpga/2002/32/section/175

Keeping Children Safe in Education 2016

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/447595/KCSIE_July_2015.pdf

Framework for the Assessment of Children and Families

<http://www.safeguardingchildren.co.uk/appendix-4.html>

Children Act 1989/2004

<http://www.legislation.gov.uk/ukpga/2004/31/contents>

Working Together to Safeguard Children DOH (2015)

www.doh.gov.uk

Sunderland Safeguarding Children Board Procedures www.sunderlandscb.com

Strengthening Families Referral Form

<http://www.sunderlandpartnership.org.uk/FamilyFocus.html>

CP Referral Form

http://www.sunderlandscb.com/reporting_concerns.html

What to do if you are worried a child is being abused 2015

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf

Data Protection Act 1998

<http://www.legislation.gov.uk/ukpga/1998/29/contents>

Sexual Offences Act 2003

<http://www.legislation.gov.uk/ukpga/2003/42/contents>

Safeguarding Vulnerable Groups Act 2006

<http://www.legislation.gov.uk/ukpga/2006/47/contents>

Freedom of Information Act 2000

http://www.legislation.gov.uk/ukpga/2000/36/pdfs/ukpga_20000036_en.pdf

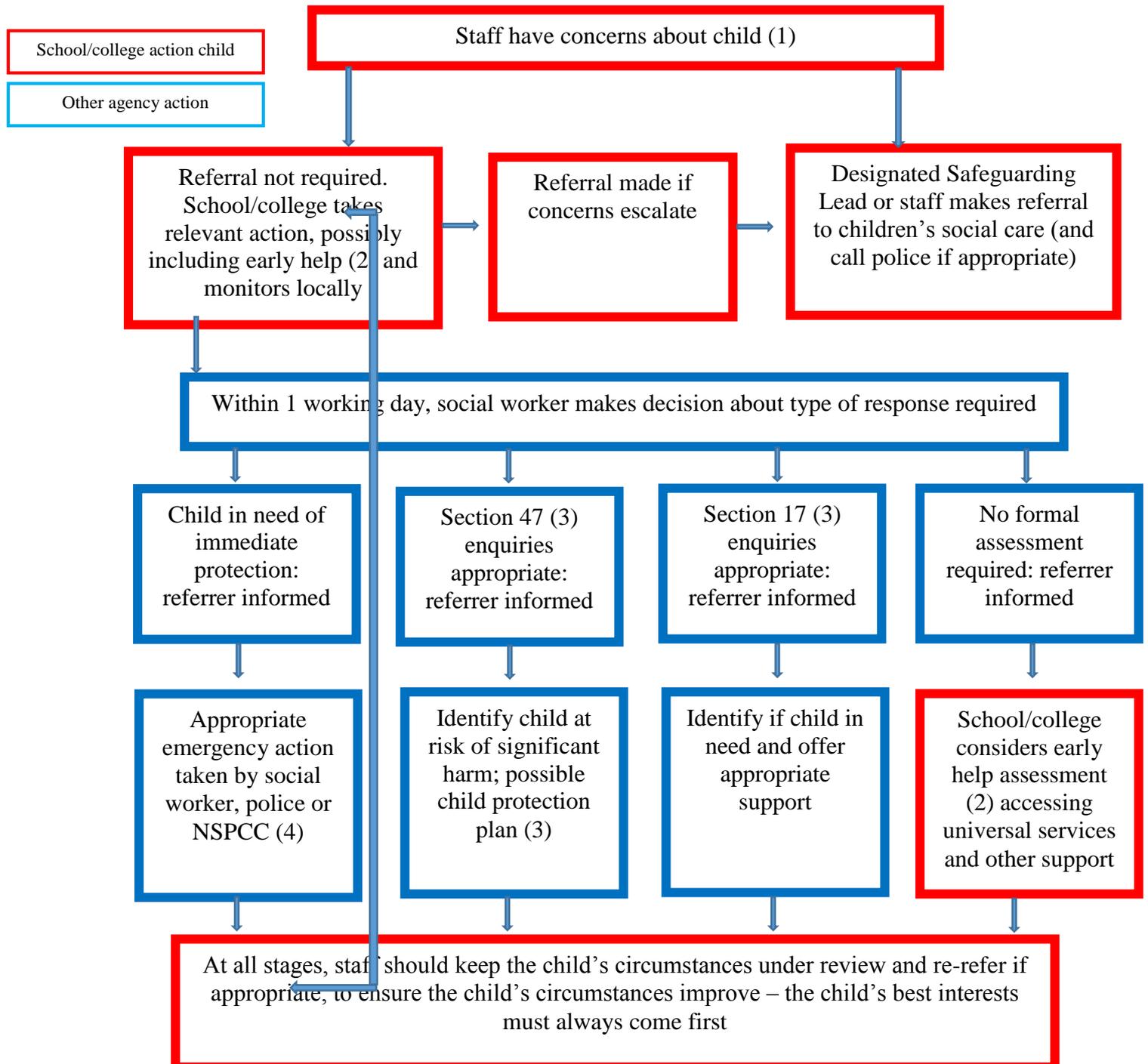
This Policy will be reviewed annually or in light of any changes in legislation and/or guidance.

This policy must be ratified by the Board of Trustees and signed/dated by both the Executive Headteacher and Chair.

Appendix 1 –Venerable Bede Local Procedures

From KCSIE 2016 page 10

Actions where there are concerns about a child



1. In cases which also involve an allegation of abuse against a staff member, see Part Four of this guidance
2. Early help means providing support as soon as a problem emerges at any point in a child's life. Where a child would benefit from co-ordinated early help, and early help inter-agency assessment should be arranged. Chapter One of [Working Together to Safeguard Children](#) provides details guidance on the early help process
3. Under the Children Act 1989, local authorities are required to provide services for children in need for the purposes of safeguarding and promoting their welfare. This can include s17 assessments of children in need and S47 assessments of children at risk of significant harm. Full details are in Chapter One of [Working Together to Safeguarding Children](#)
4. This could include applying for an Emergency Protection Order (EPO)

** If unhappy about the outcome of the referral to Children's Services Social Care/Police, consider the Professional Differences Procedure in Chapter 3 of the SSCB Safeguarding Children Procedures which can be found at www.sunderlandscb.com

Safe Schools/Safe Staff

Governors have agreed and ratified the following policies which must be read in conjunction with this policy.

Whistle Blowing/Confidential Reporting

The academy's Whistle Blowing/confidential reporting Policies provides guidance to staff and volunteers on how they can raise concerns and receive appropriate feedback on action taken, when staff have concerns about any adults behaviour.

Complaints/Allegation Management Towards or with a Child or Adult

A safeguarding complaint involving a member of staff must be reported to the Head of School immediately. If the complaint involves the Head of School then the next most senior member of staff must be informed and the Chair of the MAT Board. Consultation without delay with the relevant DO Tel 520 5560 will determine what action follows. A multi-agency strategy meeting may be arranged to look at the complaint in its widest context, the Head of School/ senior member of school staff must attend this meeting, which will be arranged by the Designated Officer. All issues must be recorded on the allegation management form and the outcome reached must be noted to ensure closure.

Training and Support

All staff members must be aware of systems within their academy which support safeguarding and these will be explained to them as part of staff induction. This includes: the academy's child protection policy; the academy's code of conduct; safer working practice document and the designated safeguarding lead and their cover or nominated deputy.

All staff members will also receive appropriate child protection training which is regularly updated. The Board of Trustees in consultation with the Local Safeguarding Children's Board will decide the frequency and content of this CPD.

Professional Confidentiality

Confidentiality is an issue which needs to be understood by all those working with children, particularly in the context of Safeguarding. The academy recognises that the only purpose of confidentiality in this respect is to benefit the child. (See Chapter 1 of the Sunderland Safeguarding Children Board (SSCB) Safeguarding Children Procedures (www.sunderlandscb.com)).

Attendance at Safeguarding Conferences

In the event of the academy being invited to attend Child Protection Conferences, the Designated Safeguarding Lead will represent the school and/or identify the most appropriate trained member of staff to provide information relevant to Child Protection Conference (Initial/Review). Using the proforma in Sunderland Safeguarding Children Board Procedures -which can be found at www.sunderlandscb.com.

Supporting Children

The academy recognises that children who are abused or who witness violence may find it difficult to develop a sense of self-worth and to view the world in a positive way. The Venerable Bede CE Academy may be the only stable, secure and predictable element in the lives of some of the children in its care. The academy, therefore, recognises that such children might exhibit challenging and defiant behaviour and will take careful note of the context of such behaviour.

The academy also recognises that some children who have experienced abuse may in turn abuse others. This requires a considered and sensitive approach in order that the child can receive appropriate help and support.

The academy will endeavour to support all its pupils through:

- The curriculum, to encourage self-esteem, self-motivation, self- protection.
- The school ethos, which promotes a positive, supportive and secure environment and which gives all pupils and adults a sense of being respected and valued.
- Approaches which allow children and young people to develop critical thinking, literacy skills and digital literacy skills.
- A curriculum which explores human rights, equality, democracy and tolerance and prepares children and young people fully for life in modern Britain.

- A coherent management of behaviour and discipline policy & procedures inclusive of the use of reasonable force.
- Liaison with other professionals and agencies who support children and parents.
- A commitment to develop productive, supportive relationships with parents whenever it is in the child's interest to do so.
- The development and support of a responsive and knowledgeable staff group whose role it is to respond appropriately in all safeguarding situations.

Whole-School Policy: Child Protection

Children and Young People

The Venerable Bede CE Academy

Academic Year	Designated Safeguarding Lead	Named cover	Nominated Trustee
2016 - 2017	Lynne O'Leary	Chris Roberts Jo Fox	Venerable Stuart Bain Penny Davison

Appendix 2 – Ian Ramsey CE Academy (Local Procedures)

Role of the Designated LA Officer

The Children’s Safeguarding Strategic Manager responsible for co-ordinating child protection policy and practice in Stockton is Neal McCarthy (Team Manager). Tel no. 01642 527415 or his clerk 01642 527764. In exceptional circumstances if the Executive Headteacher/Head of School or Designated Lead feels that there are issues which they have not been able to resolve with other agencies, these could be referred to the LA Officer. Other members of staff who have reported concerns to the designated Lead which have not been acted upon may discuss this with the LA Officer.

Whole-School Policy: Child Protection

Children and Young People

Ian Ramsey CE Academy

Academic Year	Designated Safeguarding Lead	Named cover	Nominated Governor
2016 - 2017	Jill Neilson	Zoe Featherstone	Venerable Stuart Bain

Appendix 3:

Job Description - Designated Safeguarding Lead (See Annex B, KCSIE 2015 pg 52 and 53)

- To have a sound knowledge of, and to respond in accordance with, Local Safeguarding Children Board Procedures.
- Refer cases of suspected abuse or allegations to the relevant investigating agencies.
- Act as a source of support advice, expertise, co-ordination within the educational establishments when receiving welfare concerns/suspicion of child abuse and deciding whether to make a referral by liaising with relevant agencies.
- Ensure that all staff report any welfare concerns/suspicion of child abuse to the Designated Safeguarding Lead or cover nominated deputy in their absence (liaison with Head of School is essential if this person does not hold this key responsibility).
- Encourage a culture of listening to children and taking account of their wishes and feelings in order to protect them.
- Be alert to the specific needs of children in need, those with special educational needs and young carers.
- Make referrals of all cases of suspected child abuse to the Integrated Contact and Referral Team, Childrens Safeguarding.
- Make referrals to the Disclosure and Barring Service (cases where a person is dismissed or left due to risk/harm to a child)
- Make referrals to the police (cases where a crime may have been committed)
- Liaise with other agencies and co-ordinate the **most appropriate school representative** to attend/contribute at child protection meetings.
- Monitor the transfer of pupils, alerting the Local Authority Attendance Team of any concerns immediately. Maintain contact with other relevant schools where there is more than one child in the family.
- When children leave the establishment ensure child protection files are transferred to the new establishment as soon as possible separately from main school files. A receipt must be returned to the forwarding school and kept until the child's 25th birthday.
- Be able to keep detailed accurate secure written records of referrals/concerns.

- Receive appropriate training every 2 years to:
 - Understand the assessment process for providing early help and intervention.
 - Have working knowledge of CP conferences and reviews be able to attend and effectively contribute.
 - Ensure whole workforce understands the child protection policy in practice and their new role within this.
 - Attendance at safeguarding lead termly briefings/or alternative CPD.

- Ensure all staff have induction training covering safeguarding/child protection and are able to recognise and report any concerns immediately as they arise.

- Ensure each member of staff has access to and understands the School's suite of safeguarding policies particularly the Child Protection Policy and the Staff Behaviour Policy, especially new or part-time staff who may work with different establishments.

- Be aware of all school excursions and residentials and clarify with educational visit co-ordinator/group leader(s) their role and responsibility in connection with safeguarding/child protection.

- Ensure a whole school policy about managing behaviour and discipline including the use of reasonable force, is in place.

- Ensure an effective whole school policy against bullying/cyber-bullying inclusive of measures to prevent all forms of bullying among pupils, is in place.

- Ensure the Child Protection Policy is updated and revised annually and work with the MAT Board and Academy Councils. Ensure whole workforce read Part 1 of Keeping Children Safe in Education and are clear of their role in your school.

- Ensure the child protection policy is publicised on the school website. The policy alerts them to the fact that referrals about suspected abuse or neglect may be made and the schools/colleges role in this.