



HuishEpiscopi

POLICY DOCUMENT

Child Protection and Safeguarding Policy

October 2019



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CHILD PROTECTION AND SAFEGUARDING POLICY				
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Introduction

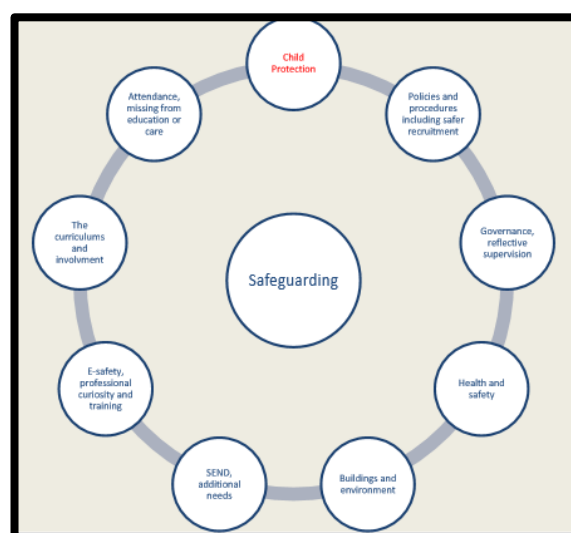
At Huish Episcopi Academy, we are committed to providing an environment that nurtures and transforms the lives of children and young people attending the Academy and take seriously our responsibilities to safeguard and promote their welfare. In addition, we undertake our responsibilities to work in partnership with agencies as part of the wider, multi-agency, safeguarding system, always acting in the best interest of the child or young person where concerns are identified, in accordance with the Huish Episcopi Academy Child Protection and Safeguarding Policy and Procedures, statutory guidance and Somerset Safeguarding Partnership policies and procedures.

Personal sensitive information is processed in accordance with the Data Protection Act 2018 and Part 3, the General Data Protection Regulations (GDPR). Consent to share information will be sought unless we are required to share information where there are child protection concerns (and consent has been withheld) or we are requested to share information with other statutory agencies such as the police or children's social care in pursuit of their enquiries in order to protect and safeguard children and young people.

Definition of safeguarding

Safeguarding and promoting the welfare of children is defined in statutory guidance 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.

Safeguarding and promoting the welfare of children is **everyone's** responsibility. In order to fulfil this responsibility effectively we ensure our approach is child centered, considering always, what is in the **best interests** of the child or young person.



Most children grow up in loving families and supportive communities and become independent, resilient adults. Wherever possible we want this for all children and young people in Somerset, so that they and their families can support themselves by engaging with and contributing to their local communities. In order to achieve this children, young people and their families should receive the right intervention as early as possible to tackle problems and prevent issues escalating. All practitioners will adopt an Early Help/Think Family approach meaning they look at the whole family situation and what needs to happen to improve that situation whether that means working with adults, children or the whole family

Our commitment

To safeguard and promote the welfare of children and young people through:

- The provision of a safe environment in which children and young people can learn
- Identifying concerns early and provide appropriate help and support for children and young people and their parents/carers to prevent concerns escalating to a point whereby intervention would be required under the Children Act 1989 and in accordance

with the Somerset Effective Support for Children and Families, Thresholds for Assessment and Services guidance.

Glossary

- Reference to “staff” includes both education and care specific staff
- “Staff” or “members of staff” includes all paid staff irrespective of their role in the organisations and includes agency staff and volunteers
- SSP is an abbreviation for the Somerset Safeguarding Partnership (SSP) the new name for the Local Safeguarding Board (LSCB)

Statutory responsibilities

All action taken by Huish Episcopi Academy will be in accordance with:

Current legislation namely:

- The Children Act 1989 and 2004; Education Act 2002 and 2011; Education and Inspections Act 2006;

Statutory guidance and Advice namely:

- Working Together to Safeguard Children (2018) which sets out the multi-agency working arrangements to safeguarding and promote the welfare of children and young people
- Keeping Children Safe in Education (September 2019) which sets out what schools should do and sets out the legal duties with which school must comply with in order to keep children and young people safe
- Teacher Standards 2012 which sets out that teachers, including Headteachers, should safeguard children’s well-being and maintain public trust in the teaching profession as part of their professional duties
- National Minimum Standards for Residential Special Schools, Boarding Schools and 14 – 18 Colleges providing accommodation and Academies 16 - 19
- Other specific guidance and advice issued by the DfE in relation to the wider safeguarding agency, e.g. behaviour, health and safety, bullying, e-safety and medical needs

The role of the Designated Safeguarding Lead (DSL)

Keeping Children Safe in Education (September 2019) requires each school and college to have a Designated Safeguarding Lead (DSL) who has the status and authority to carry out the duties of the post including committing resources and where appropriate, supporting and directing staff. The DSL will provide advice and support to other staff on child welfare and child protection matters, take part in strategy discussions, inter-agency meeting (or support other staff to do so) and to contribute to the assessment of children and young people.

The Deputy Designated Safeguarding Lead (DDSL)

Supports the DSL in discharging their responsibilities and whilst they may deputise for the DSL the lead responsibility for child protection remains with the DSL.

Details of Huish Episcopi Academy’s key safeguarding personnel can be found at Appendix D.

Both the DSL and DDSL must complete single agency and multi-agency training to undertake the role which is provided by the Local Authority Education Safeguarding Service and Somerset Safeguarding Partnership. In addition, they will access DSL briefings, attend annual refresher training and remain up to date in relation to early

help, safeguarding and child protection. More information about the roles and responsibilities of the DSL and DDSL can be found [here](#)

What all staff should know

All schools and colleges are required to issue Part One of Keeping Children Safe in Education (September 2019) - in full - to their staff and ensure that they have read and understood its contents. At Huish Episcopi Academy we are adopting this guidance and its contents across the whole organisation and whilst the language refers to “school” or “headteacher” it applies to both care and education provision provided at Huish Episcopi Academy. School should be interpreted to be “Huish Episcopi Academy” and “headteacher” should be interpreted as “principal” Part One can be accessed [here](#)

Staff Induction

As part of the induction process for new employees they will attend an induction briefing or if they commence part way through the year receive a one to one induction meeting that signposts staff to relevant safeguarding documentation including this policy and procedure, guidance for safer working practice, what to do if you're worried a child may be abused and whistleblowing advice see [Appendix A: Staff Induction Record](#)

Action to be taken if there are concerns in relation to safeguarding practices Huish Episcopi Academy

All staff, volunteers and agency staff should feel able to raise concerns about poor or unsafe practice and any potential failures in the safeguarding regime and know that such concerns will be taken seriously by the senior leadership team and designated safeguarding leads. Should staff feel unable to raise concerns within the organisation advice and guidance has been produced to ensure that they are aware of how to raise such concerns externally see [Appendix B: NSPCC Whistleblowing advice and information](#) which is also available on the safeguarding notice board in the staff room. In addition, the Huish Episcopi Academy whistleblowing policy is available via the website [link here](#)

The Huish Episcopi Academy concerns flowchart provides additional information about how to make a referral to children's social care, the Local Authority Designated Officer (LADO) or to report concerns to the NSPCC advice line in instances where they have concerns about the organisation's response to child protection, the conduct of staff or they do not feel that appropriate action has been taken in relation to concerns they have raised is at [Appendix C: Concerns Flowchart](#)

Specific Responsibilities Relating to Residential Provision Abuse and neglect (definitions)

All staff should be aware that abuse, neglect and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most cases, multiple issues will overlap with one another.

Abuse is the maltreatment of a child or young person; they may be abused or neglected through harm being inflicted or by parents or carers failing to prevent harm. Children and young people may be abused in a family or in an institutional or community setting by those known to them or by being targeted by others via the internet for example. They may be abused by an adult or adults or by another child or children. The following are the statutory definitions of abuse and neglect as set out in Working Together to Safeguard Children

(2018) however, the ultimate responsibility to assess and determine the type category of abuse is that of the Police and Children's Social Care – our responsibility is to understand what each category of abuse is and how this can impact on the welfare and development of our children and where we have concerns that a child or young person may be at risk of abuse and neglect (one or more categories can apply) to take appropriate action as early as possible

Physical abuse: a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child. Statutory guidance Safeguarding Children in whom Illness is Fabricated or Induced (2008) sets out a national framework within which agencies and professionals at local level – individually and jointly – draw up and agree upon their own more detailed ways of working together where illness may be being fabricated or induced in a child by a carer who has parenting responsibilities for them

Neglect: the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer **failing to:** provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

Emotional abuse: the persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual abuse: involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not sole perpetrated by adult males. Woman can also commit acts of sexual abuse, as can other children.

Safeguarding in specific circumstances:

In addition to the above there are other areas of safeguarding that the organisation has to have due regard to. **Annex A of Keeping Children Safe in Education (September 2019)** highlights specific forms of abuse and safeguarding issues which staff who work with children and young people should read. The following is a synopsis of the areas addressed but are not a fully replica of the guidance which can be accessed [here](#)

Children and the court system may be required to give evidence in the criminal courts, either for crimes committed against them or for crimes they have witnessed. There are a range of guides to support child witnesses. In the civil courts children and young people may be involved in child arrangement hearing and the Ministry of Justice has launched an online child arrangement information tool detailing the dispute resolution service.

Children Missing Education (CME) All staff should be alert to children going missing as this can be a vital warning sign of a range of safeguarding risks, including abuse and neglect, sexual abuse or exploitation (Child Sexual Exploitation and Criminal), travel to conflict zones, Female Genital Mutilation (FGM), forced marriage. Early intervention is necessary to protect and safeguard a child or young person

Children with family members in prison are more likely to have poor outcomes, including poverty, stigma, isolation and poor mental health. More information to support schools and colleges can be found on the [Nicco](#) website

Child Sexual Exploitation (CSE) is child sexual abuse, whereby an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under 18 to engage in sexual activity (a) in exchange for something the victim needs or wants and/or (b) for the financial advantage or increased status of the perpetrator or facilitator

Child Criminal Exploitation (CCE) is geographically widespread form of harm that is often referred to as county lines, which involves drug networks or gangs that groom and exploit children and young people to carry drugs and money. A key indicator is that victims are often missing from home, care or education and trafficked for the purpose of transporting drugs.

Child and Adolescent Mental Health: Good mental health and resilience are fundamental to our physical health, our relationships, our education and to achieving our potential. DfE advice for schools in relation to Mental health and behaviour in schools (2018) which can be accessed [here](#). This is non-statutory advice which clarifies the responsibility of the school, outlines what they can do and how to support a child or young person whose behaviour - whether it is disruptive, withdrawn, anxious, depressed or otherwise - may be related to an unmet mental health need. Whilst it considers the school environment it is also relevant for work within our residential provision.

Bullying

Huish Episcopi Academy has a separate Anti-Bullying policy which is accessible from [here](#). Further guidance is available from:

Domestic abuse, Domestic violence, Gender-based violence and violence against women and girls (VAWG), teenage relationship abuse: is defined as

any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners irrespective of gender or sexuality. Exposure to domestic abuse or violence can have a serious, long lasting emotional and psychological impact on the development of children and young people. Further advice and guidance accessed via the [NSPCC](#), [Refuge](#) and [Safelives](#) spotlight on young people and domestic abuse
Further resources relating to violence against women and girls (VAWG) can be accessed [here](#)

Homelessness or the being at risk of being made homeless is a significant risk for children or young people. The DSL should refer to the local housing authority at the earliest opportunity. The Homelessness Reduction Act 2017 places a new legal duty on English councils to provide meaningful help, including an assessment of need and circumstances. The DfE and the Ministry of Housing, Communities and local government have published joint statutory guidance on the provision of accommodation for 16 and 17 year old's who may be homeless or require accommodation A series of fact sheets can be accessed [here](#)

Online Safety: Annex C of Keeping Children Safe in Education (September 2019) addresses the use of technology which can be a significant component of many safeguarding issues including CSE, CCE, radicalisation, sexual predation etc., whereby technology provides the platform that facilitates harm. Schools and colleges must adopt a range of effective safeguarding approaches that both safeguards and empowers children and young people to access support and remain safe online by reducing the risk of harm through the use of filters, monitoring and appropriate use policies for those accessing our IT system, whilst at the same time providing a safe environment in which children and young people can learn to keep themselves safe online.

Peer on Peer abuse: children and young people can abuse their peers which can take many forms, including but not limited to: bullying (including cyber bullying); sexual violence or harassment; physical abuse including hitting, kicking, shaking, biting, hair pulling or otherwise causing physical harm; sexting and initiating/hazing type violence or rituals.

Sexual violence and sexual harassment between children in schools and colleges: can occur between two children of **any** age and sex and occur through a group of children or young people sexually assaulting or harassing an individual or group of children.

It can also involve **Upskirting** which involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification or cause the victim humiliation, distress or alarm. This is now a criminal offence

Further guidance is available [here](#)

Preventing extremism: Children and young people can be vulnerable to extremist ideology and radicalisation and forms part of schools and colleges safeguarding responsibilities, as set out in the Prevent Duty Extremism is the vocal or active opposition to our fundamental values and radicalisation refers to the process by which a person come to support terrorism and extremist ideologies associated with terrorist groups.

Further information can be accessed below in relation to

[Extremism](#) [Radicalisation](#) [Prevent](#)

Private Fostering: is when a child under the age of 16 (under 18 if disabled) is cared for by someone who is not their parent or a 'close relative'. This is a private arrangement made between a parent and carer, for 28 days or more. Close

relatives are defined as step-parents, grandparents, brothers, sisters, uncles or aunts (whether of full blood, half blood or marriage/affinity). A private foster carer may be a friend of the family, the parent of a friend of the child, or someone previously unknown to the child's family who is willing to privately foster a child. [Any School] has a responsibility to refer to Children's Social Care of any private fostering arrangement we become aware of, in order for Children's Social Care to undertake an assessment to ensure the needs and welfare of the child or young person is being met and that adults caring for them have access to advice and support.

Special Education Needs and Disabilities: There's a concern sometimes that, for children with SEN and disabilities, that their SEN or disability needs are seen first, and the potential for abuse second. If children are behaving in particular ways or they're looking distressed or their behaviour or demeanour is different from in the past, our staff should think about that being a sign of the potential for abuse, and not simply see it as part of their disability or their special educational needs.

The Governing Body (including Trusts or Directors)

Governing bodies and proprietors will ensure that they comply with their duties under legislation. They will also have regard to this guidance to ensure that the policies, procedures and training in the provision are effective and comply with the law at all times.

The responsibilities placed on governing bodies and proprietors include:

- Contributing to ensure the provision is carrying out inter-agency working, which includes providing a coordinated offer of early help when additional needs of children are identified.
- Ensuring that an effective child protection policy is in place, together with a staff behaviour code of conduct policy and behaviour policy.
- Ensuring staff are provided with Part One of *Keeping Children Safe in Education (DfE 2019)* –and are aware of specific safeguarding issues.
- Ensuring that staff induction is in place with regards to child protection and safeguarding.
- Appointing an appropriate senior member of staff to act as the Designated Safeguarding Lead.
- Ensuring that all of the Designated Safeguarding Leads (including deputies) undergo formal child protection training every two years (in line with SCSB guidance) and receive regular (annual) safeguarding refreshers (for example via e-bulletins, meeting other DSLs, or taking time to read and digest safeguarding developments).
- Prioritising the welfare of children and young people and creating a culture where staff and volunteers are confident to challenge senior leaders over any safeguarding concerns.
- Ensuring that children are taught about safeguarding in an age appropriate way.
- Ensuring appropriate filters and appropriate monitoring systems are in place to safeguard children from potentially harmful and inappropriate online material
- Having a senior board level lead to take leadership responsibility for the organisation's safeguarding arrangements.
- Ensure scrutiny and effectiveness of the single central record and child protection recording is undertaken.

- Ensure safeguarding is regularly discussed and outcomes recorded at Governor meetings.
- Ensure the requirements of The Governor's Safeguarding Audit Section 175 are met and actions when needed completed in a timely way

Looked after children: The staff have the necessary skills and understanding to keep looked after children safe. Appropriate staff have information about a child's looked after legal status and care arrangements, including the level of authority delegated to the carer by the authority looking after the child. The designated teacher for looked after children and the DSL have details of the child's social worker and the name and contact details of the local authority's virtual head for children in care.

So-called 'honour-based' violence (including Female Genital Mutilation, Forced Marriage Breast Ironing) encompasses incidents or crimes which have been committed to protect or defend the honour of the family or community. All forms of honour based violence (HBV) is abuse, regardless of the motivation and should be handled and escalated as such. There are specific mandatory reporting duties for teachers to report to the police where they discover (either through disclosure or visual evidence) that FGM appears to have been carried out on a girl under 18.

Additional guidance and publications

FGM: Mandatory reporting procedural information can be accessed [here](#)

FGM Fact sheet can be access [here](#)

Forced Marriages: Multi- agency guidelines(2014) pages 35 and 26 pertain to schools can be accessed [here](#) along with statutory guidance (2014) which can be access [here](#)

Allegations of abuse made against teachers, other staff, Volunteers and Agency Staff: People in a Position of Trust

Working Together to safeguard Children (March 2018) states that organisations should have in place clear policies in line with those from the Somerset Safeguarding Partnership to manage allegations against people who work with children and young people. Such policies should make a clear distinction between an allegation, a concern about the quality of care or practice or a complaint. Full details are available [here](#)

In addition, Keeping Children Safe in Education (September 2019) Part Four, sets how allegations may indicate that a person would pose a risk of harm if they continue to work in regular or close contact with children in their present position, or in any capacity in a school or college under the age of 18 years. Part 4 of the Keeping Children Safe in Education (September 2019) which can be accessed [here](#)

An allegation may relate to a person who works with children who has:

- 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 they may pose a risk of harm

The Huish Episcopi Academy Confidential Reporting Code and procedure is available [here](#)), Phone Somerset Direct on **0300 123 2224** for a referral.

What staff should do if they have concerns about another staff member

If any member of staff, volunteer or agency staff have concerns relating to an individual's conduct or behaviour, whether they be a colleague, member of the management or senior leadership team, they should refer their concerns to the designated safeguarding lead or the Headteacher.

Where concerns or allegations relate to the Headteacher, these should be referred to the chair of governors

Staff Code of Conduct; In addition to the Safeguarding and Child Protection policy, we have a staff Code of Conduct that outlines an acceptable level of staff behaviour. During their induction training, new staff will be given and have read: • Staff Code of Conduct (inc. use of social media, and the Position of Trust Offence) • The school's Safeguarding and Child Protection policy • Keeping Children Safe in Education (2018) (Part One and Annex A) • Behaviour Policy • Procedures for children missing education.

The Governing Body (including Trusts or Directors)

Governing bodies and proprietors will ensure that they comply with their duties under legislation. They will also have regard to this guidance to ensure that the policies, procedures and training in the provision are effective and comply with the law at all times.

The responsibilities placed on governing bodies and proprietors include:

- Contributing to ensure the provision is carrying out inter-agency working, which includes providing a coordinated offer of early help when additional needs of children are identified.
- Ensuring that an effective child protection policy is in place, together with a staff behaviour code of conduct policy and behaviour policy.
- Ensuring staff are provided with Part One of *Keeping Children Safe in Education (DfE 2019)* –and are aware of specific safeguarding issues.
- Ensuring that staff induction is in place with regards to child protection and safeguarding.
- Appointing an appropriate senior member of staff to act as the Designated Safeguarding Lead.
- Ensuring that all of the Designated Safeguarding Leads (including deputies) undergo formal child protection training every two years (in line with SCSB guidance) and receive regular (annual) safeguarding refreshers (for example via e-bulletins, meeting other DSLs, or taking time to read and digest safeguarding developments).
- Prioritising the welfare of children and young people and creating a culture where staff and volunteers are confident to challenge senior leaders over any safeguarding concerns.
- Ensuring that children are taught about safeguarding in an age appropriate way.
- Ensuring appropriate filters and appropriate monitoring systems are in place to safeguard children from potentially harmful and inappropriate online material

- Having a senior board level lead to take leadership responsibility for the organisation's safeguarding arrangements.
- Ensure scrutiny and effectiveness of the single central record and child protection recording is undertaken.
- Ensure safeguarding is regularly discussed and outcomes recorded at Governor meetings.
- Ensure the requirements of The Governor's Safeguarding Audit Section 175 are met and actions when needed completed in a timely way



Employees

Safeguarding Induction

Staff Member: Name and Role:	
Date of Commencement:	
Inductor: Name and Role	
Date of Induction:	
Signed by Inductee:	
Signed by Inductor:	

Notes of guidance – to be removed when adopted by the School

Keeping Children Safe in Education (2019) states: ALL staff should be aware of systems within their school or college which supports safeguarding, and these should be explained to them as part of staff induction. This should include the:

- **Safeguarding (Child Protection) policy**
- **Behaviour policy**
- **Staff behaviour policy (code of conduct)**
- **Safeguarding response to child who go missing from education and**
- **The role of the designated safeguarding lead (including the identity of the DSL and Deputy**

Agenda:

Welcome to Huish Episcopi Academy

Outline of the induction meeting

- Huish Episcopi Academy's Vision and Ethos
- What is Safeguarding (Child Protection)
- What safeguarding means for children or young people at Huish Episcopi Academy
- Voice and influence
- Action to be taken if you have a concern

Huish Episcopi Academy's Vision and Ethos

Our vision is that all students will have the knowledge, skills and values to flourish in their life and career beyond Huish Episcopi.

Our mission is to strive every day to deliver the very best learning opportunities.

How will we meet these?

In order to deliver our mission every day and our long term vision we will work to develop and embed the following principles in what we do.

Ambition

- We will challenge complacency at any level.
- We will constantly strive to do better: "*conemur*".
- We will continue to learn.
- We will be solutions focused.
- We will accept that change is necessary and positive.
- We will be diligent in our work and not shy away from the effort required to move forward.

Achievement

- We will recognise and celebrate success, both personal and collectively.
- We will provide long term stability allowing students to flourish.
- We will be uncompromising in our pursuit of progress for all learners.
- We will deliver a culture of support and effort.
- We will continue to develop our skills to become better at what we do.

Opportunity

- We will focus on personal development and building character.
- We will teach students how to take responsibility.
- We will offer a range of out of lessons experiences.
- We will provide access for all students regardless of background or ability.
- We will treat students as individuals.

Inclusivity

- We will treat all members of our community with equality, kindness and respect.
- We will teach our students to understand and value differences.
- We will remove barriers to learning and opportunity.
- We will be fair and consistent with students.
- We will foster an environment of support whenever it is needed.
- We will listen to our student voice, making positive changes when necessary.

Happiness

- We will create a safe community where trust is implicit.

- We will live and breathe a culture of respect between all members of our community.
- We will be determinedly positive in working with all students.
- We will recognise that we have the power every day to influence well-being and self-esteem.
- We will celebrate achievement and effort.

Resilience

- We will prepare our students for the challenges of the 21st Century.
- We will scaffold work to allow easy access but high challenge.
- We will support students to take risks.
- We will develop and encourage self-belief.
- We will teach our students to embrace challenge.
- We will allow students to fail and try again.

Integrity

- We will put the child at the centre of all decisions.
- We will act with professionalism and purpose in everything we do.
- We will develop character so that students will know how to do the right thing.
- We will maintain high standards and expectations.
- We will deliver a quality curriculum that is relevant, up to date and prepares students for the challenges they will face.
- We will share our principles with our community.

Trust

- We will be trusted by parents as the school of choice for our community.
- We will instil a sense of pride in our school community.
- We will communicate our vision, mission and strategy with clarity.
- We will work in partnership with external agencies, businesses and other organisations to improve the opportunities for students.
- We will engage fully with parents and carers.

What is Safeguarding (Child Protection)

Safeguarding is an overarching term used to ensure that the welfare of children and young people is paramount, and they are protected from abuse and neglect. **We all have a statutory duty to safeguard and promote the welfare of children.** This means protecting children and young people from abuse and neglect; preventing impairment of health or development; ensuring they are growing up in circumstances consistent with the provision of safe and effective care and taking action to enable all children and young people to have the best life chances.

Every member of staff, irrespective of their role in the organisation, has a responsibility to keep children or young people safe and to take appropriate action whenever they hear, observe or are told information that could impact on their welfare and safety.

Child protection is the statutory threshold for intervention in family life whereby a child or young person is suffering or at risk of significant harm. As an organisation [Any School] has a number of statutory responsibilities that must be fulfilled which are set out in legislation and statutory guidance.

You have been issued with Part 1 of **Keeping Children Safe in Education (September 2019)** and you will have been asked to read the document ahead of

today's induction. Have you had an opportunity to do so? Do you have any questions?

What Safeguarding means for children or young people at Huish Episcopi Academy

At Huish Episcopi Academy we expect our staff to exercise high standards of behaviour and provide high quality professional support to our children. It is therefore important that we all understand that the nature of our work and the responsibilities related to it, which places us in unique position of trust. During the course of your induction you will have the opportunity to access a range of training that will provide you with the knowledge and skills you need to do your job. In addition, you will be required to read a number of different policies and procedures that will provide you with contextual information and guidance.

All staff, irrespective of their role in the organisation, have a responsibility to ensure that illegal, unsafe, unprofessional or irresponsible behaviour exhibited by staff is challenged and reported. It is always difficult to raise concerns about a colleagues' behaviour, but you must discuss any concerns with the designated or deputy safeguarding lead.

If you do not feel you can raise concerns within the organisation then you can access the NSPCC Whistleblowing helpline on 0800 028 0285 between 8 a.m. and 8 p.m. or email help@nspcc.org.uk

You should familiarise yourself with the following policies which are available on the Safeguarding Notice Board (Staff Room) and on the School Website:

1. **Guidance on safer working practice for those working with children and young people in education settings (May 2019)** Huish Episcopi Academy has adopted this as our staff code of conduct which is available in the staff room on the safeguarding notice board
2. **What to do if you're worried a child is being abused (DfE March 2015)** advice for practitioners
3. **Huish Episcopi Academy Safeguarding (Child Protection) Policy and Procedures** can be accessed in the teachers' drive/school policies and procedures and on the school website.
4. Huish Episcopi Academy **Behaviour policy** and
5. **Children Missing Education procedures**

Voice and influence

When working with children and young people communication is crucial, especially in relation to safeguarding. Communication is a two-way process and doesn't just relate to a child's ability to communicate via speech therefore, we need to approach communication in its broadest terms, considering body language, gestures,

behaviour and presentation. We must also support our children to make positive choices.

Action to be taken if you have a concern about the welfare of a pupil or the conduction/actions of a member of staff or visitor to Huish Episcopi Academy

You should discuss your concerns, observations or any information that may impact on the welfare of a child with a designated or deputy safeguarding lead. The flowchart overleaf has been developed to offer you guidance on what you should do. It is **not intended to cover all eventualities, but it aims to provide a framework for action.**

What is important is that you take action and raise your concerns, the designated or deputy safeguarding lead may hold other relevant information, but your information may be new and important - the final part of the information jigsaw.



Whistleblowing Advice Line

Support for professionals who are worried about children in the workplace

The NSPCC whistleblowing Advice Line offers free advice and support to professionals with concerns about how child protection issues are being handled in their own or another organisation.

What is whistleblowing?

Whistleblowing is when someone raises a concern about a dangerous or illegal activity or any wrongdoing within their organisation.

Raising a concern is known as “blowing the whistle” and is a vital process for identifying risk to children, young people and vulnerable adults. In recent years there have been several high profile cases of institutional abuse which have come to light as a result of whistleblowing.

Sharing information or talking through a concern can be the first step to helping an organisation identify problems, improve practice and safeguard the welfare of children, young people and vulnerable adults.

Contact the Whistleblowing Advice Line

Call **0800 028 0285**

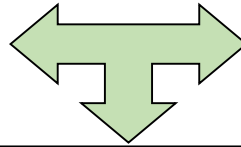
Email **help@nspcc.org.uk**

The government website www.gov.uk also has valuable information for whistleblowers in relation to their rights, support and who to tell. This can be accessed [here](#):

Action to be taken where there are concerns about the welfare of a child or young person or the conduct/actions of Staff or Visitors

General Information and Advice

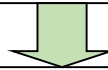
Always act in the best interests of the child or young person: the welfare of the child is paramount **Children Act 1989**



Always maintain an attitude of 'it could happen here': Learning lessons from Serious Case Reviews e.g. Daniel Pelka and Nigel Leat

Be alert to the signs of abuse and neglect supporting documents include:

Huish Episcopi Academy's Child Protection and Safeguarding Policy & Procedures: Part One: Keeping Children Safe in Education (September 2019): What to do if you're worried a child is being abused (DfE March 2015) Advice for Practitioners: Working Together to Safeguard Children (2018) These can be accessed on the Academy website, from the DSL/DDSL and the safeguarding notice board in the staff room



If, a child or young person is in immediate danger or is at risk of significant harm

Anyone can make a referral to Children's Social Care and/or the Police (but the Designated Safeguarding Lead (DSL) should be informed if a referral has been made). **Contact details:** Children's Social Care, Office Hours 0300 1232224: Emergency Duty Team (EDT) outside office hours, weekends or bank holidays 01458 253241 or contact the **Police on 999**

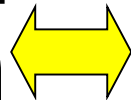
If you have a concern relating to dangerous or illegal activity or any wrongdoing within the organisation and you do not feel you can raise a concern directly you can contact the **NSPCC** Whistleblowing helpline 0800 028 0285 – line is available from 8:00 AM to 8:00 PM, Monday to Friday or Email:

How to report child welfare or child protection concerns at Huish Episcopi Academy

Child Welfare

Discuss your concerns with your immediate line manager
Or
Discuss your concerns with the Designated or Deputy Safeguarding Lead (DSL)

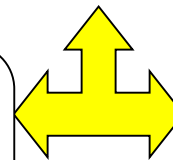
You must act to safeguard



Immediate Concerns and/or immediate action is required

Safeguarding/Child Protection Concerns

The DSL will consider what information is already known consider indicators of risk and following multi-agency guidelines take appropriate action



Concerns relating to the conduct or actions of a staff member: The DSL will liaise with the Headteacher or you can refer your concerns directly. If concerns relate to Headteacher the Chair of Governors must be notified. All allegations will be investigated following statutory guidance and Somerset Safeguarding Partnership procedures by the Local Authority Designated Officer (LADO)

Appendix D

Details of the Designated Safeguarding Lead and Deputy

Key Safeguarding staff

Name	Designation	Contact details
Chris Wade	Principal	wadec@educ.somerset.gov.uk
Tony Settle	Chair of Governors	asettle@educ.somerset.gov.uk
Samantha Baker	Nominated Safeguarding Governor	SBaker7@educ.somerset.gov.uk
Jon Merrick-Wren	DSL	JMerrick-Wren@educ.somerset.gov.uk
Elizabeth Robinson	DDSL	ERobinson@educ.somerset.gov.uk
James Walpole	Leisure Centre Manager	JWalpole@educ.somerset.gov.uk
Andrew Woodward	Head of Huish Sixth	AWoodward1@educ.somerset.gov.uk