



HARRY WATTS ACADEMY

SUPPORT AND SUCCESS TOGETHER

HARRY WATTS ACADEMY

Appendix to PLT Safeguarding & Child Protection Policy 2019-2020

Named personnel with designated responsibility for Safeguarding:

Academic Year	Designated Safeguarding Lead	Deputy Designated Safeguarding Lead	Nominated Safeguarding Governor	Chair of Governors
2019-20	Derek Cogle (Head teacher)	Louise Hindmarch	TBC	TBC

Policy written: Spring Term 2020

Author: D.Cogle

Review Date	Changes made	By whom	Date shared
Autumn 2020		Derek Cogle Head teacher/DSL	

This appendix provides additional information pertinent to Harry Watts Academy and should be read alongside the Prosper Learning Trust Safeguarding Policy which provides an overarching Safeguarding policy for the educational provisions within the Prosper Learning Trust. This appendix is written with due regard to the PLT Safeguarding and Child Protection Policy and in some instances there may be some repetition of parts of it in order to summarise and/or emphasise specific sections.

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1. PURPOSE, AIMS AND SCHOOL CONTEXT

1.1 The purpose of Harry Watts Academy's safeguarding policy is to ensure every child who is a registered pupil at our school is safe and protected from harm. This means we will always work to:

- Protect children and young people at our school from maltreatment;
- Prevent impairment of our children's and young people's health or development;
- Ensure that children and young people at our school grow up in circumstances consistent with the provision of safe and effective care;
- Undertake that role so as to enable children and young people at our school to have the best outcomes.

1.2 These policies will give clear direction to staff, volunteers, visitors and parents about expected behaviour and our legal responsibility to safeguard and promote the welfare of all children at our school.

1.3 Our school fully recognises the contribution it can make to protect children from harm and supporting and promoting the welfare of all children who are registered pupils at our school. The elements of our policy are prevention, protection and support.

1.4 We recognise that our safeguarding responsibilities are clearly linked to our responsibilities for ensuring that appropriate safeguarding responses are in place for children who are absent from school or who go missing from education, particularly on repeat occasions. The Attendance Lead (TBC), will regularly liaise with the Designated Safeguarding Lead, Derek Cogle, to discuss all persistently absent pupils and those who go missing to identify the risk of abuse and neglect including sexual abuse or exploitation and to ensure that appropriate safeguarding responses have been put in place to reduce the risk of future harm.

1.5 These policies apply to all pupils, staff, parents, governors, volunteers and visitors.

1.6 Prior to implementing these policies we will have considered a range of factors to help us identify and focus on the key issues for our trust, school and communities.

2. OUR ETHOS

2.1 Harry Watts Academy believes that all children have a right to education and recognise the benefit of enabling pupils to reach their educational potential and preparing them for adult life, both intellectually and emotionally.

We aspire to ensure that educational disadvantage is minimised by providing pupils every opportunity to achieve their potential, regardless of circumstance.

Harry Watts Academy will endeavour to provide outstanding education which is individually tailored for every pupil, challenging them to succeed and supporting their personal growth.

2.2 The child's welfare is of paramount importance. Harry Watts Academy will establish and maintain an ethos where pupils feel secure, are encouraged to talk, are listened to and are safe. Children at our school will be able to talk freely to any member of staff at our school if they are worried or concerned about something.

2.3 Everyone who comes into contact with children and their families has a role to play in safeguarding children. We recognise that staff at Harry Watts Academy play a particularly important role as they are in a position to identify concerns early and provide help for children to prevent concerns from escalating. **All staff are advised to maintain an attitude of 'it could happen here' where safeguarding is concerned.** When concerned about the welfare of a child, staff members must always act in the **best interests** of the child.

2.4 All staff and regular visitors will, through training and induction, know how to recognise indicators of concern, how to respond to a disclosure from a child and how to record and report this information. We will not make promises to any child and we will not keep secrets. Every child will know what the adult will have to do with any information they have chosen to disclose.

2.5 Throughout our curriculum and specialist provision we will provide activities and opportunities for children to develop the skills they need to identify risks and stay safe. This will also be extended to include material that will encourage our children to develop essential life skills. This includes a keyworker / tutor system across the school and transition workers at Harry Watts Academy. Staff across the school work as part of a multi-disciplinary team; there are specific and clear lines of management and leadership. Staff respond to the pastoral needs of each pupil in a personalised way, often in conjunction with other professionals and agencies, across the school.

2.6 At all times we will work in partnership and endeavour to establish effective working relationships with parents, carers and colleagues from other agencies in line with Working Together to Safeguard Children (2018) and Local Safeguarding Partners' Procedures.

3. ROLES AND RESPONSIBILITIES

Role	Name	Contact Details
Designated Safeguarding Lead (DSL)		Derek.cogle@prosperlearningtrust.co.uk 07512194441
Deputy DSLs (DDSL)		TBC
Head teacher	Derek Cogle	Derek.cogle@prosperlearningtrust.co.uk 07512194441
Executive Head Teacher	Mark Jones	PROSPER CEO 0191 2509720
Named Safeguarding Governor	TBC	
Chair of Governors	TBC	

3.1 It is the responsibility of *every* member of staff, volunteer and regular visitor to our school to ensure that they carry out the requirements of this policy and, at all times, work in a way that will safeguard and promote the welfare of all of the pupils at this school. This includes the responsibility to provide a safe environment in which children can learn.

Please refer to PLT Safeguarding Policy for information outlining the specific roles of the Trustees, Governing Body, Executive Head Teacher, Heads of Schools / Head Teachers, Designated Safeguarding Leads and the Deputy Designated Safeguarding Leads

4. TRAINING & INDUCTION

Please refer to PLT Safeguarding Policy for information outlining the Safeguarding induction and training arrangements for all PLT staff.

4.1 When new staff join our school they will be informed of the safeguarding arrangements in place. They will be given a copy of our school's safeguarding policy along with the Staff Code of Conduct, Part One of '*Keeping Children Safe in Education*' DfE (2019); and informed who our Designated Safeguarding Lead (DSL) and Deputy DSLs are. All staff are expected to read these key documents and fully **understand** their responsibility. They will also be provided with the school's recording procedures and given appropriate access to Harry Watts Academy's CPOMS system.

4.2 Every new member of staff or volunteer will receive safeguarding training during their induction period within the first term of joining the school.

4.3 In addition to the safeguarding induction, we will ensure that mechanisms are in place to assist staff to understand and discharge their role and responsibilities as set out in Part one of '*Keeping Children Safe in Education*' DfE (2019).

4.4 All regular visitors, temporary staff and volunteers to our school will be given a set of our safeguarding procedures; they will be informed of whom our DSL and alternative staff members are and what the recording and reporting system is. (Refer to Appendix B). Staff who do not have access to Harry Watts Academy's CPOMS system can report and log any safeguarding concern on a 'Cause for Concern' form available at the reception, or in an agreed central location, at every site.

4.5 Any member of staff who may be in a position of making referrals or attending child protection conferences or core groups will attend appropriate training. In addition to formal training, the DSL and DDSLs will ensure that they update their knowledge and skills at regular intervals to keep up with any developments relevant to their role.

4.6 Our Governing Body will also undertake appropriate training and DSL checks to ensure they are able to carry out their duty to safeguard all of the children at our school.

4.7 We actively encourage all of our staff to keep up to date with the most recent local and national safeguarding advice and guidance; Annex A of '*Keeping Children Safe in Education*' (2019) provides links to guidance on specific safeguarding issues. In addition, throughout the school year we will brief staff on key issues identified within *Keeping Children Safe in Education* 2019.

4.8 Specific Safeguarding Issues:

All staff should have an awareness of safeguarding issues, many of which are detailed in the PLT Safeguarding Policy. Staff should be aware that behaviours linked to the likes of drug taking, alcohol abuse, truanting and sexting put children in danger.

All staff should be aware that safeguarding issues can manifest themselves via peer on peer abuse. This is most likely to include, but may not be limited to, bullying (including cyberbullying), gender-based violence/sexual assaults and sexting. Staff should be clear as to the school or college's policy and procedures with regards to peer on peer abuse.

Please refer to the PLT Safeguarding Policy for detailed information in relation to a range of specific safeguarding issues.

5. PROCEDURES FOR MANAGING CONCERNS

(refer to Keeping Children Safe in Education : DfE 2019)

All staff follow the schools procedures which are consistent with 'Working Together to Safeguard Children 2018' and Keeping Children Safe in Education 2019).

It is **not** the responsibility of the school staff to investigate welfare concerns or determine the truth of any disclosure or allegation. All staff, however, have a duty to recognise concerns and maintain an open mind. Accordingly, all concerns regarding the welfare of pupils will be recorded and discussed with the designated senior person with responsibility for child protection (or another senior member of staff in the absence of the designated person) prior to any discussion with parents.

Please refer to PLT Safeguarding Policy for information detailing child protection procedures, procedures for managing concerns, definitions of harm and abuse and identifying children who may be at harm.

Staff must immediately report:

- any suspicion that a child is injured, marked, or bruised in a way which is not readily attributable to the normal knocks or scrapes received in play
- any explanation given which appears inconsistent or suspicious
- any behaviours which give rise to suspicions that a child may have suffered harm (e.g. worrying drawings or play)
- any concerns that a child may be suffering from inadequate care, ill treatment, or emotional maltreatment
- any concerns that a child is presenting signs or symptoms of abuse or neglect
- any significant changes in a child's presentation, including non-attendance
- any hint or disclosure of abuse from any person
- any concerns regarding person(s) who may pose a risk to children (e.g. living in a household with children present)

Responding to Disclosure:

Disclosures or information may be received from pupils, parents or other members of the public. Harry Watts Academy recognises that those who disclose such information may do so with difficulty, having chosen carefully to whom they will speak. Accordingly all staff will handle disclosures with sensitivity.

Such information cannot remain confidential and staff will immediately communicate what they have been told to the Designated Safeguarding Lead / Deputy Designated Safeguarding Lead.

Principles

Staff will not investigate but will, wherever possible, elicit enough information to pass on to the Designated Safeguarding Lead in order that they can make an informed decision of what to do next.

Staff will:

- listen to and take seriously any disclosure or information that a child may be at risk of harm
- try to ensure that the person disclosing does not have to speak to another member of school staff
- clarify the information
- try to keep questions to a minimum and of an 'open' nature e.g. 'Can you tell me what happened?' rather than 'Did x hit you?'
- try not to show signs of shock, horror or surprise
- not express feelings or judgments regarding any person alleged to have harmed the child
- explain sensitively to the person that they have a responsibility to refer the information to the senior designated person
- reassure and support the person as far as possible
- explain that only those who 'need to know' will be told
- explain what will happen next and that the person will be involved as appropriate
- record the incident on the Harry Watts Academy CPOMS system, or complete a Harry Watts Academy cause for concern form if they do not have access to this (Appendix M) *

6. RECORDS AND INFORMATION SHARING

Please refer to PLT Safeguarding Policy for information describing protocol and policy surrounding record keeping and information sharing within PLT and Harry Watts Academy.

Harry Watts Academy is GDPR compliant in its practice, please refer to relevant policies.

7. WORKING WITH PARENTS & CARERS

Please refer to PLT Safeguarding Policy for information detailing how PLT staff will endeavour to work with parents and carers to safeguard children.

8. CHILD PROTECTION CONFERENCES

Harry Watts Academy is committed to working in partnership with Children's Social Care to safeguard and promote the welfare of children. Staff are required to fully understand statutory responsibilities in this area.

Please refer to PLT Safeguarding Policy for information relating to how staff at Harry Watts Academy will respond to, and be involved in, child protection issues and procedures.

9/10. SAFER RECRUITMENT AND SAFER WORKING PRACTICE (including use of Alternative Provision and Work Experience Provider)

We will take all possible steps to safeguard our children and to ensure that the adults in our school are safe to work with children. Please refer to PLT Safeguarding Policy for information about how staff at Harry Watts Academy will adhere to safer recruitment and safer working practices.

Pupils Accessing Alternative Provision

For any pupil accessing an Alternative Provider, Harry Watts Academy remains responsible for their safeguarding and must ensure that the provider meets the needs of individual students. Harry Watts Academy will obtain a written confirmation agreement from the provider, stating that they have carried out the appropriate safeguarding checks on employees working directly with children.

(refer to Keeping Children Safe in Education 2019 Paragraph 185)

Pupils Accessing a Work Experience Placement

For any pupil accessing a Work Experience placement, Harry Watts Academy will ensure the placing provider has all of the required safeguarding policies and procedures in place to protect children from any harm.

A considered decision will be made in relation to work placement employees (working with children under 16) providing Harry Watts Academy with a satisfactory DBS clearance certificate. This decision would be made around:

- Any unsupervised working
- Providing more frequent/ongoing placement training
- Any requirement for overnight placement

(refer to Keeping Children Safe in Education 2019 Paragraphs 186-190)

11. MANAGING ALLEGATIONS AGAINST STAFF & VOLUNTEERS

Please refer to PLT Safeguarding Policy for information relating to how allegations against staff members will be managed.

12. RELEVANT POLICIES

12.1 To underpin the values and ethos of Harry Watts Academy and our intent to ensure that pupils at our school are appropriately safeguarded the following policies are also included under our safeguarding umbrella:

- Staff Code of Conduct
- Anti-Bullying
- Climate for learning Policy
- Recruitment & Selection
- Whistle-blowing
- Attendance
- **Online E-Safety ***
- Health and Safety Including Site Security
- Harassment and Discrimination Including Racial Abuse
- Meeting the Needs of Pupils with Medical Conditions
- Intimate Care
- First Aid
- Educational Visits Including Overnight Stays
- Data Protection
- Meeting the needs of pupils with SEND
- Use of Reasonable Force

***Online E- Safety Policy**

The Harry Watts Academy Online E-Safety Policy will give more details regarding this aspect of whole school Safeguarding Procedures, but an overview of the schools approach and referencing/signposting to relevant websites/sources of further information for Teachers; Parents: Governors is given below. This information is accessible within the DfE Document:

- **Keeping Children Safe in Education 2019**

It is clear that there is a wide range of issues classified with Online E-Safety. These can be grouped within the following three areas of risk for children/young people:

Content

Being exposed to illegal; inappropriate or harmful material eg. pornography; fake news; racism; radical or extremist views.

Contact

Being subjected to harmful online interactions with other users eg. commercial advertising; adults posing as children/young adults.

Conduct

Personal online behaviour that increases the likelihood or causes harm eg. making/sending/receiving explicit images or online bullying.

All staff within Harry Watts Academy will be vigilant regarding these categories and monitor the behaviour and actions of all pupils in relation to engagement with online content.

Within the DfE guidance **Keeping Children Safe in Education 2019**, there are a number of important websites and sources of information regarding Online E-Safety for teachers: parents and school Governors which is signposted below:

Teaching Online Safety in Schools	DfE Document : June 2019
Education for a Connected World	UK Council for Internet Safety : Feb 2018
Helping Children to be Safe and Confident Explorers of the Online World	Be Internet Legends : Online Video
Appropriate Filtering and Monitoring	Advice from UK Safer internet Centre
E-Safety Guidance	Advice : National Education Network
thinkuknow	NCA CEOPS Advice on online safety
disrespectnobody	Home Office advice on healthy relationships; sexting and pornography
internetmatters	Help for parents on online safety
parentzone	Help for parents on online safety
Childnet cyberbullying	School guidance on cyber bullying
Pshe association	Guidance/teaching resources
educateagainsthate	Advice for teachers; parents; Governors on extremism and radicalisation
UKIS	UK Council for internet safety website
NSPCC	Advice for schools and colleges
Net-aware	NSPCC advice for parents
commonsensemedia	Independent information about all types of media for children and parents
Sending Screening & Confiscation	Guidance on searching children in school and confiscating devices eg. phones
360 safewebsite	Online safety self review for schools

13. STATUTORY FRAMEWORK

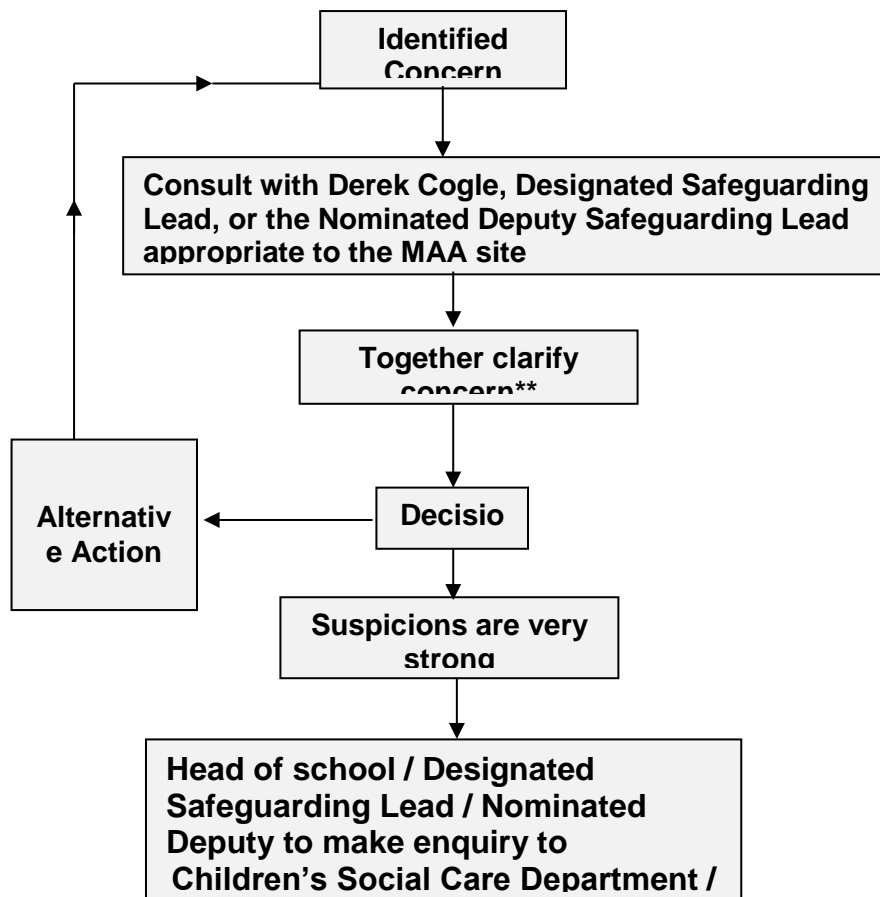
This policy has been devised in accordance with the following legislation and guidance:

- *'Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children'*, DfE (2018)
- *'Keeping Children Safe in Education'*, DfE (2019)
- Local Safeguarding procedures
- Guidance for Safer Working Practices for Adults who work with Children and Young People in Education Settings (October 2015).
- 'What to do if you're worried a child is being abused', DfE (March 2015)
- 'Information Sharing: Advice for practitioners', DfE (March 2015)
- *'The Prevent Duty: Departmental advice for schools and childcare providers'*, DfE (2015)
- 'Mandatory Reporting of Female Genital Mutilation – procedural information', Home Office (October 2015)

Appendix i – Suspect child at risk- action to take

Harry Watts Academy

Channels of communication should be quick and clear:



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Any member of staff who is unhappy with the joint decision made with the Designated Safeguarding Lead can consult with the Head Teacher/Chair of Governors or seek advice from key staff within the Local Authority.

Appendix ii- Safeguarding Induction Sheet (For new or supply staff and regular visitors or volunteers)

We all have a statutory duty to safeguard and promote the welfare of children, and at Harry Watts Academy we take this responsibility seriously.

If you have any concerns about a child or young person in our school, you must share this information immediately with our Designated Safeguarding Lead (DSL) or one of the alternative post holders.

Do not think that your worry is insignificant if it is about hygiene, appearance or behaviour – we would rather you told us as we would rather know about something that appears small than miss a worrying situation.

If you think the matter is very serious and may be related to child protection, for example, physical, emotional, sexual abuse or neglect, you must find one of the designated professionals detailed below and provide them with a written record of your concern either using Harry Watts Academy CPOMS System, or a 'Cause for Concern' form if you do not have access to this. A copy of the 'Cause for Concern' form to complete is attached to this, others can be obtained from the Main Office at MAA 'or an agreed central location at every MAA site. Please ensure you complete all sections as described.

If you are unable to locate one of the designated professionals ask a member of the school office staff to contact them and to ask them to speak with you immediately about a confidential and urgent matter.

Any allegation concerning a member of staff, a child's Foster Carer or a volunteer should be reported immediately to the **Head Teacher (Derek Cogle)**. If an allegation is made about these individuals you should pass this information to the Chair of the Governing Body. Alternatively, you can contact the **Sunderland Local Authority Designated Officer (Danielle Rose) – 0191 5613901**.

[NSPCC whistleblowing helpline](#) is also available for staff who do not feel able to raise concerns regarding child protection failures internally. Staff can call: 0800 028 0285 – line is available from 8:00am to 8:00pm, Monday to Friday or via e-mail: help@nspcc.org.uk.

The people you should talk to in school are:

Role	Name	Contact Details
Designated Safeguarding Lead (DSL)	Derek Cogle	07512194441
Deputy DSLs (DDSL)	TBC	
Head teacher	Derek Cogle	07512194441
PROSPER CEO	Mark Jones	07939842805
Named Safeguarding Governor	TBC	
Chair of Governors	TBC	

At Harry Watts Academy we strive to safeguard and promote the welfare of all of our children.

Appendix iv - Specific Safeguarding Issues -Vulnerability & Arrangements for Looked After and Previously Looked After Children

Alongside the specific safeguarding issues listed below staff should consider children who may be particularly vulnerable to abuse and may require early help:

Factors that can increase vulnerabilities can include:

- any children with additional needs including;
- children with Special Educational Needs / Disabled children (SEND)
- children facing housing issues such as frequent moves and homelessness
- those living in families with chaotic lifestyles
- families with increased stress, parental mental health and/or drug and alcohol dependency
- those children living elsewhere, with friends, relatives, are in care or are leaving care
- asylum seekers / Refugees
- those vulnerable to discrimination on the basis of their sexuality, race, religion, ethnicity or disability
- children at risk from neglect or abuse including specific issues such as FGM, CSE, forced marriage, radicalisation and living in households with domestic abuse
- children with communication difficulties
- children without adequate parenting / supervision which could lead to abuse, risk-related behaviour and sexual exploitation.

This is not an exhaustive list but merely an example of vulnerabilities that staff must consider when identifying safeguarding concerns.

Arrangements for Looked After and Previously Looked After Children

The most common reason for children becoming Looked After is as result of abuse or neglect.

The Head teacher and Governing Body at Harry Watts Academy will ensure that **all staff** have the skills; knowledge and understanding of how to keep children safe at all times.

The **Designated Safeguarding Lead** for Harry Watts Academy (**Derek Cogle : Head teacher**) will work closely with both social services and Sunderland Local Authority's **Virtual School Head teacher**, to promote and ensure the best possible educational outcomes and achievements for all Looked After and Previously Looked After pupils on roll.

- (refer to **Keeping Children Safe in Education 2019 : Paragraphs 101-109**)
- (refer to **The Designated Teacher for Looked After Children and Previously Looked After Children : DfE Statutory Guidance Document : February 2018**)

For more information on specific safeguarding issues please refer to Part 1 & annex A of Keeping Children Safe in Education 2019