

# MODEL SAFEGUARDING POLICY FOR SCHOOLS AND EDUCATION SERVICES

## Codicil Insert RECENT CHANGES TO THIS POLICY

This policy was reviewed and ratified by the Governing Body on 25<sup>th</sup> Nov 2016

The following persons are authorised to approve minor changes between reviews:

Chair of Governors Mrs L Kiltie

Safeguarding Lead Governor Mr A Schofield

Since ratification by the Governing Body the following changes have been made –

<b>Date of Change:</b> 25 <sup>th</sup> April 2017		
<b>Paragraph Number</b>	<b>Previous Wording</b>	<b>New Wording</b>
5.1	Record concerns and give the record to the Designated Safeguarding Lead or deputy DSL. For secondary students the DSL is Mr John Dovey and deputy DSL Mr Paul Deakin. For primary students the DSL is Mr Kevin Mee and deputy DSL Ms Samina Thorpe;	Record concerns and give the record to the Designated Safeguarding Lead or deputy DSL. For secondary students the DSL is Mr John Dovey and deputy DSL Mr Paul Deakin. For primary students the DSL is Mrs Rebekah Chappelow and deputy DSL Mr John Dovey
6.1	Our Designated Safeguarding Lead for secondary students on the senior leadership team is John Dovey. Our Designated Safeguarding Lead for primary students on the senior leadership team is Kevin Mee.	Our Designated Safeguarding Lead for secondary students on the senior leadership team is John Dovey. Our Designated Safeguarding Lead for primary students on the senior leadership team is Mrs Rebekah Chappelow
7.4	The Nominated Associate for child protection at the school is Andrew Schofield (email: safeguardingassociate@bournville.bham.sch.uk). Please note that this contact address is for correspondence and non-urgent queries only and will be looked at on a weekly basis, if your enquiry is urgent please contact the Designated Safeguarding Lead (Mr John Dovey or Mr Kevin Mee) or the Headteacher (Mr Mark Rhatigan) immediately. The Nominated Associate is responsible for liaising with the Head of	The Nominated Associate for child protection at the school is Andrew Schofield (email: safeguardingassociate@bournville.bham.sch.uk). Please note that this contact address is for correspondence and non-urgent queries only and will be looked at on a weekly basis, if your enquiry is urgent please contact the Designated Safeguarding Lead (Mr John Dovey or Mrs Rebekah Chappelow) or the Headteacher (Mrs Joanne Cottle) immediately. The Nominated Associate is responsible for liaising with the Head of Academy and Designated Safeguarding Lead over all matters regarding child

	Academy and Designated Safeguarding Lead over all matters regarding child protection issues. The role is strategic rather than operational – they will not be involved in concerns about individual students.	protection issues. The role is strategic rather than operational – they will not be involved in concerns about individual students.
8.3	Mark Rhatigan, Sarah Yarker, Kevin Mee, John Dove, Sue Webb, and Kerry Partridge have undertaken appropriate training in Safer Recruitment. One of the above will be involved in all staff / volunteer recruitment processes and sit on the recruitment panel.	Joanne Cottle, Sarah Yarker, John Dovey, Sue Webb, and Kerry Partridge have undertaken appropriate training in Safer Recruitment. One of the above will be involved in all staff / volunteer recruitment processes and sit on the recruitment panel.

Date of Change: 5 <sup>th</sup> January 2017		
Paragraph Number	Previous Wording	New Wording
05.01.17	Name change	Policy name change to: Safeguarding & Child Protection Policy
	Page 5	Version number: 2016/17 issue 2
new	1.3 – inclusion of new guidance document	Sexting in Schools & Colleges – responding to incidents and safeguarding young people (UKCCIS) 2016
reword	5.2	All staff will receive annual safeguarding and child protection training and update briefings as appropriate. Key staff will undertake more specialist child protection training as agreed by the Governing Body
reword	7.2 The Association and the Board will ensure that:	<ul style="list-style-type: none"> <li>The school has a combined safeguarding and child protection policy in accordance with the procedures of Birmingham Safeguarding Children Board;</li> <li>The Designated Safeguarding Leads attends appropriate refresher training every two years;</li> </ul>
new	8.5	Regular supervision will be offered to the DSL's within school, usually half termly and may be extended to other members of staff as deemed appropriate by the school.
reword	9.2 inclusion of sexting and cyber bullying	Relevant issues will be addressed through the PSHE curriculum, for example self-esteem, emotional literacy, assertiveness, power, healthy relationship education (previously known as sex and relationship education SRE), online safety (formally known as e-safety), sexting and bullying (including cyber bullying).
reword	12.2 reduction from 10 day to 5 days for reporting CME to the Local	The school must notify the local authority of any pupil/student who fails to attend

	Authority	school regularly after making reasonable enquiries, or has been absent without the school's permission for a continuous period of 5 days or more. The school (regardless of designation) must also notify the local authority of any pupil/student who is to be deleted from the admission register.
reword	13.2	<ul style="list-style-type: none"> <li>Notify Children's Social Care via a request for support form to the CASS.</li> </ul>
reword	13.3 removal of reference to fCAF	13.3 If it is felt the child's needs fall into the RSRT categories of Universal + of Additional Need the DSL will also offer and seek advice about undertaking an Early Help Assessment and consider, if this does not have an impact on the situation making a referral to children's social care. The local Early Help Panel can assist us.
reword	13.4	If the concerns about the pupil/student are deemed 'Complex and Significant' meeting the criteria within RSRT, they will be referred to the CASS. This includes concerns about a child/young person who is affected by the behaviour of a parent or other adult in their household
new	15.2	When invited the DSL will participate in a MASH strategy meeting, usually by conference phone, adding school held data and intelligence to the discussion so that the best interests of the child are met.
reword	15.3, 15.4, 15.5, numbers reordered	
reword	16.1	We will offer appropriate support to individual children who have experienced abuse, who have abused others (child on child abuse) or who act as Young Carers in their home situation
reword	17.3 inclusion of 17.3.1, 17.3.2, 17.3.3, for clarity	<p>All staff working within our organisation must report any potential safeguarding concerns about an individual's behaviour towards children and young people immediately.</p> <p>17.3.1 Allegations or concerns about <u>staff, colleagues and visitors</u> must be reported direct to the Head Teacher/Principal who will liaise with the Local Authority Designated Officer Team in children's social care who will decide on any action required.</p> <p>17.3.2 If the concern relates to the <u>Head Teacher/Principal</u>, it must be reported immediately to the Chair of Associates (email: <a href="mailto:chairofassociates@bournville.bham.sch.uk">chairofassociates@bournville.bham.sch.uk</a>), who will liaise with the Local Authority Designated Officer Team in children's</p>

		social care and they will decide on any action required. 17.3.3 If the safeguarding concern relates to the <u>proprietor of the setting</u> then the concern must be made directly to the Local Authority LADO team who will decide on any action required
--	--	---

<b>Date of Change:</b> 17 <sup>th</sup> Jan 2017		
<b>Paragraph Number</b>	<b>Previous Wording</b>	<b>New Wording</b>
5.3	New	All staff are expected to have read Part One and Annex A of Keeping Children Safe in Education (September 2016) and the following school policies: a) The Safeguarding policy b) The school code of conduct
5.4	New	All staff should in addition be aware of: a) The whistleblowing policy
5.5	New	We would also encourage all staff to be aware of DfE document "What to do if you're worried a child is being abused"
8.5	New	In the primary phase area, personal electronic devices cable of taking images (including mobile phones, tablets, digital cameras) may not be used other than in the staff room when children are not present. School devices may be used to record learning but the devices, and any images taken of children, cannot be taken off site.
16.5	New	When investigating allegations of Youth Produced Sexual Imagery, we will have reference to the non-statutory UKCCIS Guidance: Sexting in schools and colleges, responding to incidents, and safeguarding young people (2016)

Please now read the policy with this amended wording in place