

	Safeguarding and Child Protection Policy	Author:	Simon Waller
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1) SAFEGUARDING AND CHILD PROTECTION POLICY

INTRODUCTION AND CONTEXT

Our responsibilities

The Pingle Academy fully recognises its responsibilities for Child Protection and Safeguarding, and this Policy sets out how the academy will deliver these responsibilities. This is an overarching policy.

Child as written in this policy is a child until 18.

This policy should be read in conjunction with:

“Working Together to Safeguard Children” (July 2018), which is statutory guidance to be read and followed by all those providing services for children and families, including those in education. The guidance is available via the following link:

<http://www.workingtogetheronline.co.uk/index.html>

“Keeping Children Safe in Education” (September 2018), which is the statutory guidance for schools/academies and colleges. The guidance is available via the following link:

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

“What to Do if Worried a child is being Abused: Advice for Practitioners” March 2015. The guidance is available via the following link:

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

“Information Sharing: Advice for Practitioners providing Safeguarding Services to Children, Young People, Parents and Carers”. July 2018. The guidance is available via the following link:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419628/Information_sharing_advice_safeguarding_practitioners.pdf

“The Prevent Duty Departmental, advice for schools and child care providers” June 2015. The guidance is available via the following link:

<https://www.gov.uk/government/publications/protecting-children-from-radicalisation-the-prevent-duty>

Furthermore, we will follow the procedures set out by the Derbyshire Safeguarding Children’s Board: <http://derbyshirescbs.proceduresonline.com/index.htm>

In accordance with the above procedures, the academy carries out an annual audit of its Safeguarding provision (S175 Safeguarding Audit, requirement of the Education Act 2002 & 2006) and sends a copy to the Local Authority Safeguarding Team.

Our principles

Safeguarding arrangements at The Pingle Academy are underpinned by key principles:

- Safeguarding is everyone's responsibility: all staff, Governors and volunteers should play their full part in keeping children safe.
- We will aim to protect children using national, local and school/academy child protection procedures.
- We aim to work in partnership and have an important role in multi-agency safeguarding arrangements as set out by “Working Together to Safeguard Children” (July 2018).
- That all staff, Governors and volunteers have a clear understanding regarding abuse and neglect in all forms; including how to identify, respond and report. This also includes knowledge in the process for allegations against professionals. Staff, Governors and volunteers should feel confident that they can report all matters of safeguarding children in the school where the information will be dealt with swiftly and securely, following the correct procedures with the safety and wellbeing of the children in mind at all times.
- That The Pingle Academy operates a child-centred approach: a clear understanding of the needs, wishes, views and voices of children.

Our policy

There are seven main elements to our policy, which are described in the following sections:

- The types of abuse that are covered by the policy.
- The signs of abuse that staff, Governors and volunteers should look out for.
- Roles and responsibilities for safeguarding.
- How to report a concern, who to go to within the academy; including how/who to report to at the relevant agencies.
- Expectations of staff and volunteers with regard to safeguarding, and the procedures and processes that should be followed, include the support provided to children.
- How the academy will ensure that all staff and volunteers are appropriately trained, and checked for their suitability to work within the academy. This includes receiving regular updates and undertaking annual whole academy training in safeguarding.
- How the policy will be managed and have its delivery overseen.

Through implementation of this policy we will ensure that our academy provides a safe environment for children to learn and develop. We will cross reference to other policies relevant to our safeguarding in The Pingle Academy and make reference to them in this policy where relevant.

2) TYPES OF ABUSE

Children who may require early help

All staff, Governors and volunteers working within the academy should be alert to the potential need for early help for children, considering following the procedures identified for initiating early help (see section 5) for a child who:

- Is disabled and has specific additional needs.
- Has special educational needs.
- Is a young carer.
- Is showing signs of engaging in anti-social or criminal behaviour.
- Is in a family circumstance presenting challenges for the child, such as substance abuse, adult mental health, domestic violence.
- Is showing early signs of abuse and/or neglect.
- Is showing signs of displaying behaviour or views that are considered to be extreme.

These children are therefore more vulnerable; this academy will identify who their vulnerable children are and ensure that they know the processes to secure advice, help and support where needed.

Child abuse

In relation to children, safeguarding and promoting their welfare is defined as:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.

There are four types of child abuse as defined in "Working Together to Safeguard Children" (July 2018) which is defined in the "Keeping Children Safe in Education" Statutory Guidance September 2018 as:

Physical abuse: may involve hitting, shaking, throwing, poisoning, burning/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.

Emotional abuse: is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children 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 the 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 cyber bullying), 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, though 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 or 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 abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males; women can also commit acts of sexual abuse, as can other children.

Neglect is 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. It may include a failure to:

- Provide adequate food, clothing and shelter.
- 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.
- Respond to a child's basic emotional needs.

Bullying and forms of bullying including Cyber Bullying is also abusive and will include at least one, if not two, three or all four, of the defined categories of abuse (*links with academy anti-bullying policy*).

3) SPECIFIC SAFEGUARDING ISSUES

There are specific issues that have become critical issues (highlighted are current key concerns in Derbyshire and nationally) in safeguarding that schools and academies will endeavour to ensure their staff, Governors and volunteers are familiar with; having processes in place to identify, report, monitor and which are included within teaching:

- Bullying including cyber bullying
- Child sexual abuse within the family
- Child Sexual Exploitation (CSE) and as defined by "Working Together to Safeguard Children" (July 2018)
- Domestic Violence
- Drugs
- Fabricated or induced illness
- Faith abuse
- Female Genital Mutilation (FGM)
- Forced Marriage
- Gangs and Youth Violence
- Gender based violence/Violence against women and girls (VAWG)
- Hate
- Mental Health
- Missing children and vulnerable adults
- Use of offensive Weapons
- On line abuse/Sexting
- Poor parenting, particularly in relation to babies and young children
- Private Fostering
- Preventing Radicalisation/Extremism
- Self-Harm
- Teenage Relationship abuse
- Trafficking

4) SIGNS OF ABUSE (CHILD PROTECTION)

Physical abuse

Most children will collect cuts and bruises and injuries, and these should always be interpreted in the context of the child's medical / social history, developmental stage and the explanation given. Most accidental bruises are seen over bony parts of the body, e.g. elbows, knees, shins, and are often on the front of the body. Some children, however, will have bruising that is more than likely inflicted rather than accidental.

Important indicators of physical abuse are bruises or injuries that are either unexplained or inconsistent with the explanation given; these can often be visible on the 'soft' parts of the body where accidental injuries are unlikely, e.g. cheeks, abdomen, back and buttocks. A delay in seeking medical treatment when it is obviously necessary is also a cause for concern.

The physical signs of abuse may include:

- Unexplained bruising, marks or injuries on any part of the body.
- Multiple bruises- in clusters, often on the upper arm, outside of the thigh.
- Cigarette burns.
- Human bite marks.
- Broken bones.
- Scalds, with upward splash marks.
- Multiple burns with a clearly demarcated edge.

Changes in behaviour that can also indicate physical abuse:

- Fear of parents being approached for an explanation.
- Aggressive behaviour or severe temper outbursts.
- Flinching when approached or touched.
- Reluctance to get changed, for example in hot weather.
- Depression.
- Withdrawn behaviour.
- Running away from home.

Emotional Abuse

Emotional abuse can be difficult to identify as there are often no outward physical signs. Indications may be a developmental delay due to a failure to thrive and grow, however, children who appear well-cared for may nevertheless be emotionally abused by being taunted, put down or belittled. They may receive little or no love, affection or attention from their parents or carers. Emotional abuse can also take the form of children not being allowed to mix or play with other children.

Changes in behaviour which can indicate emotional abuse include:

- Neurotic behaviour e.g. sulking, hair twisting, rocking.
- Being unable to play.
- Fear of making mistakes.
- Sudden speech disorders.
- Self-harm.
- Fear of parent being approached regarding their behaviour.
- Developmental delay in terms of emotional progress.

Sexual Abuse

It is recognised that there is underreporting of sexual abuse within the family. All staff and volunteers should play a crucial role in identifying/reporting any concerns that they may have through, for example, the observation and play of younger children and understanding the indicators of behaviour in older children which may be underlining of such abuse.

All staff and volunteers should be aware that adults, who may be men, women or other children, who use children to meet their own sexual needs abuse both girls and boys of all ages. Indications of sexual abuse may be physical or from the child's behaviour. In all cases, children who tell about sexual abuse do so because they want it to stop. It is important, therefore, that they are listened to and taken seriously.

The physical signs of sexual abuse may include:

- Pain or itching in the genital area.
- Bruising or bleeding near genital area.
- Sexually transmitted disease.
- Vaginal discharge or infection.
- Stomach pains.
- Discomfort when walking or sitting down.
- Pregnancy.

Changes in behaviour which can also indicate sexual abuse include:

- Sudden or unexplained changes in behaviour e.g. becoming aggressive or withdrawn.
- Fear of being left with a specific person or group of people.
- Having nightmares.
- Running away from home.
- Sexual knowledge which is beyond their age, or developmental level.
- Sexual drawings or language.
- Bedwetting.
- Eating problems such as overeating or anorexia.
- Self-harm or mutilation, sometimes leading to suicide attempts.
- Saying they have secrets they cannot tell anyone about.
- Substance or drug abuse.
- Suddenly having unexplained sources of money.
- Not allowed to have friends (particularly in adolescence).
- Acting in a sexually explicit way towards adults.

Neglect

It can be difficult to recognise neglect, however its effects can be long term and damaging for children.

The physical signs of neglect may include:

- Being constantly dirty or 'smelly'.
- Constant hunger, sometimes stealing food from other children.
- Losing weight, or being constantly underweight.
- Inappropriate or dirty clothing.

Neglect may be indicated by changes in behaviour which may include:

- Mentioning being left alone or unsupervised.
- Not having many friends.
- Complaining of being tired all the time.
- Not requesting medical assistance and/or failing to attend appointments.

Where possible, the safeguarding team will work with other agencies to complete the DSCB neglect and graded profile to assess levels of neglect.

Specific Safeguarding Issues

In understanding the signs and indicators of specific issues listed earlier in this policy, The Pingle Academy will incorporate the signs of abuse and specific safeguarding issues on safeguarding into briefings, staff Induction training, and ongoing development training for all staff/anyone who has contact with a child or young person including Governors and volunteers

We will also access broad Government guidance, local procedures, strategies and tools through the [Derbyshire Safeguarding Childrens Board](#)

The Designated Leads and those with responsibility for safeguarding will use the information available to them in Derbyshire [Schools Net Keeping Children Safe in Education](#) to help all staff to develop the knowledge and understanding pertaining to national and local emerging concerns.

5) PREVENT DUTIES

The Pingle Academy will ensure all staff including Governors and volunteers adhere to their duties in the Prevent guidance 2015 to prevent radicalisation. The Principal and Chair of Governors will:

- Establish or use existing mechanisms for understanding the risk of extremism.
- Ensure staff understand the risk and build capabilities to deal with issues arising.
- Communicate the importance of the duty.
- Ensure all staff, Governors and volunteers implement the duty.

The Pingle Academy will respond to any concern about Prevent as a safeguarding concern and will report in the usual way using local safeguarding procedures. We will seek to work in partnership, undertaking risk assessments where appropriate and proportionate to risk, building our children's resilience to radicalisation.

The Pingle Academy is committed to providing effective filtering systems and this will include monitoring the activities of children when on-line in the academy.

The Pingle Academy will use the relevant forms to record any concerns, keeping records which will be treated as a Child Protection Record, storing them as appropriate.

Refer to the Tackling Extremism and Radicalisation Policy.

6) CHILD SEXUAL EXPLOITATION (CSE) (Child Protection)

Risk factors may include:

- Going missing
- Engagement in offending
- Disengagement from education
- Using drugs or alcohol
- Unexplained gifts/money
- Repeat concerns about sexual health
- Decline in emotional wellbeing

All suspected or actual cases of CSE are a safeguarding concern in which Child Protection procedures will be followed; this will include a referral to the police. If any staff are concerned about a student, they will refer to the Safeguarding Designated Lead(s) within the academy.

Honour-based violence:

Female Genital Mutilation (FGM)

The Pingle Academy recognises and understands that there is now a mandatory reporting duty to report to the police where it is believed an act of FGM has been carried out on a girl under 18 in the UK. Failure to do so may result in disciplinary action being taken. At The Pingle Academy, all suspected cases are to be reported immediately to the SDL who will follow up.

All suspected or actual cases of FGM are a safeguarding concern in which safeguarding procedures will be followed; this will include a referral to the police. If any staff are concerned about a student, they will refer to the Safeguarding Designated Lead(s) within the academy unless there is a good reason not to do so.

Signs may include:

- Days absent from the academy.
- Not participating in Physical Education.
- In pain/has restricted movement/frequent and long visits to the toilet/broken limbs.
- Confides that she is having a special procedure, cut or celebration.
- Unauthorised and/or extended leave, vague explanations or plans for removal of a female in a high risk category* especially over the summer period.
- Plans to take a holiday which may be unauthorised, unexplained or extended in a country known to practice FGM.

** parents from a country who are known to practice FGM*

Allegations of abuse against other children/Peer on Peer abuse (Child Protection)

We recognise that some children abuse other children or their peers; therefore, the reasons for this are complex and are often multi-faceted. We understand that we need as an academy to have clear mechanisms and procedures in place to identify and report incidents or concerns. We aim to reduce this behaviour and any related incidents with an expectation to eliminate this conduct in The Pingle Academy.

Peer on peer abuse is a safeguarding concern and will require a discussion with the Designated Safeguarding Lead who will seek advice from agencies and professionals including reference to the safeguarding procedures as outlined by the local authority. This may mean a referral into the police and Social Care. The Pingle Academy will consider and may apply the disciplinary policy. The academy will offer support to a victim.

We recognise peer on peer abuse can take some of these forms:

- Language seen as derogatory, demeaning, inflammatory.
- Unwanted banter.
- Sexual harassment.
- Hate.
- Homophobia.
- Based on gender differences and orientation.
- Based on difference.

We are working hard as an academy to be proactive and to challenge this type of abuse. We aim to use approaches in the curriculum and in assemblies to address and tackle peer on peer abuse. The Equality Policy supports our work in this area.

We will adhere to the guidance- Sexual Violence and Sexual Harassment in Schools/Colleges between children (December 2017) and have a strategy in the academy to identify, report and respond to any issues/incidents raised. We aim to challenge this type of abuse. We also aim to use approaches in the curriculum to address and tackle peer on peer abuse. (See Equality Objective Statement 2018.)

The sending of indecent images from one person to another through Digital Media Devices

The Pingle Academy accepts that this is a safeguarding concern and one that is increasing, which requires a robust response. We will seek advice from agencies and professionals, acknowledging that there are both national and local guidance that we need to adhere to in order to tackle the concerns and work in partnership with our agencies.

We will refer to:

Derby City and Derbyshire Children's Social Care Safeguarding Procedures chapter
http://derbyshirescbs.proceudresonline.com/chapters/p_abuse_img_ch_ict.html?zoom_highlight=sexting

Derbyshire Police, interim guidance on "Sexting" Version 3. June 2016

[The DfE guidance 2018 on Searching Screening and Confiscation Advice for Schools](#)

The criminal exploitation of children: County Lines

Signs which may indicate criminal exploitation:

- Persistently going missing from the academy or home and / or being found out-of-area
- Unexplained acquisition of money, clothes, or mobile phones
- Excessive receipt of texts /phone calls
- Relationships with controlling /older individuals or groups
- Leaving home / care without explanation
- Suspicion of physical assault /unexplained injuries
- Parent/carer concerns
- Carrying weapons
- Significant decline in the academy results / performance
- Gang association or isolation from peers or social networks
- Self-harm or significant changes in emotional well-being

Criminal exploitation of children is a safeguarding concern and will require a discussion with the Designated Safeguarding Lead who will seek advice from agencies and professionals, including, reference to the safeguarding procedures as outlined by the Local Authority. This will mean a referral into the police and Social Care. We will offer appropriate support to any victims.

Carrying knives/offensive weapons and gang culture

Bringing and carrying a knife/offensive weapon onto academy premises is a criminal offence and immediate action will be taken by calling the police and informing the parent/carer. The guidance on Searching, Screening and Confiscation for Headteachers, schools and Governors, January 2018 will be consulted and the academy will consider and may apply disciplinary procedure.

If a member of staff suspects a student being involved in gang culture, this is a safeguarding concern and will require a discussion with the Designated Safeguarding Lead who will seek advice from agencies and professionals including reference to the Safeguarding procedures as outlined by the Local Authority. The student may be an exploited child and victim, to which the academy will offer support.

7) SAFEGUARDING ROLES AND RESPONSIBILITIES

All staff, volunteers and governors have responsibility for the following:

- Completing annual training with Hays on-line.
- All members of staff receive an annual safeguarding update from the Principal at the start of the summer term. All staff should read the documents below and sign to confirm that they have done so:
 - Keeping Children Safe in Education (September 2018) Part 1 and Annex A
 - Academy's Code of Conduct
 - Academy's Safeguarding and Child Protection Policy
 - Pastoral Care: Personal Development, Behaviour and Welfare Policy
 - Children Missing Education Policy
- Being aware of the Derby and Derbyshire Safeguarding Procedures, <http://derbyshirescbs.proceduresonline.com/index.htm> and ensuring these procedures are followed.
- Listening to, and seeking out, the views, wishes and feelings of children and young people, ensuring in this that the child's voice is heard and referred to.
- Knowing who the academy's designated teacher(s) for safeguarding are and the relevant links for CIC (Child in Care/Looked After Children), SEND and anti-bullying including who is the academy link Governor for child protection and safeguarding.
- Being alert to the signs of abuse, including specific issues in safeguarding and their need to refer any concerns to the safeguarding designated lead(s) in the academy.
- To be aware of the 'Allegations Against Professionals' procedures and feel confident in been able to use them including concerns about the setting.
- That any concerns any staff have about a Principal, should be referred to the Chair of Governors.
- To be aware of Confidential Reporting Code (Whistle Blowing) procedures and where to get information, advice and support.
- Being aware of the 'Guidance for Safer Working Practices when working with Children and Young People in education settings, 2015', relevant sections of 'KCSIE 2018' and local procedures for 'Safer Working Practices'. All staff must follow the guidance in staff conduct in the staff handbook.
- Ensuring that their child protection training is up to date, undertaking refresher/update training at least annually.
- Sharing information and working together to provide children and young people with the help and support they need.
- Any member of staff who has a relationship or association with students, either outside of the academy or online, should notify the Principal.
- Supporting students who have been abused in accordance with his/her child protection plan.
- Seeking early help where a child and family would benefit from coordinated support from more than one agency (e.g. education, health, housing, police) to prevent needs escalating to a point where intervention would be needed via a statutory assessment (see section 'Early Help').
- If at any time it is considered that the child may be a child in need as defined in the Children Act 1989, or that the child has suffered significant harm or is likely to do so, a referral is made immediately to Local Authority Children's Social Care.
- If staff, Governors and volunteers have concerns regarding a child they should raise these with the Designated Safeguarding Lead(s) who will normally decide the next steps, (however, any member of staff, Governor or volunteer in the academy can make a referral via MyConcern). If a written statement is made during a verbal disclosure, the notes should be recorded promptly, uploaded to MyConcern and subsequently shredded.
- If they feel unclear about what has happened to their concerns following a referral they can enquire further and obtain feedback.
- All staff, Governors and volunteers are aware of the Derby City and Derbyshire Safeguarding Children Board's Escalation Policy and Process, which may be followed if a staff member fears their

concerns have not been addressed, and of the Confidential Reporting Code (Whistle Blowing) www.derbyshirescb.org.uk

- To recognise the new requirements on Children Missing from Education and particularly those where it is believed a child/children may be leaving the country.
- To refer and adhere to Children Missing from Education (CME) processes and procedures as set out by national and local guidelines on all children where there is a concern they may be missing or who are missing. Once a child has been missing education for 10 consecutive days the local authority will be notified via the SR1a referral form. The academy will make every attempt to contact the parents/carers of the missing child.
- Students who have poor attendance or regularly go missing will be subject to the academy's Attendance and Punctuality Policy.
- Recognising that Home Educated Children can be more vulnerable than other children and with regard to the motivations of the intention to home educate. Therefore, recognising the responsibilities the academy has to those who are thinking about or who are about to home educate, including those who have been removed from a school/academy roll with a view to home educate.
- Recognising that Looked After Children and care leavers are more vulnerable than other children, often having poorer educational outcomes, therefore, ensuring their wellbeing, safety and welfare and helping them to reach their potential. This includes the Looked After Child who is moving on. The academy will also ensure that care leavers are supported with pathways including liaison with the Local Authority, where a personal advisor will be appointed.
- All staff, Governors and volunteers recognise their roles and responsibilities under SEND that those children/vulnerable adults in the setting may not be able to recognise abuse, abusive situations or protect themselves from significant harm and exploitation.
- Recognising the needs of young carers in that they can be more vulnerable or placed at risk. Therefore, being able to identify young carers and ensure they are supported to help reach their potential with an understanding that staff and volunteers will need to refer into early help social care services for an assessment of their needs.
- All staff, Governors and volunteers are aware about the Private Fostering policy, have an understanding of host families (Annex A KCSIE September 2018) and recognise they have a duty to notify the local Children's Social Care department if it is thought or known that a child or young person may be Privately Fostered or subject to a host family arrangement which is unclear or ambiguous.
- That staff, Governors and volunteers are aware of Extremism, which include the signs of, alerts to concerning behaviours, and ideologies considered to be extreme; as well as having an understanding of the British Value Agenda. This will include attendance at training on either Prevent/Wrap or training considered sufficient by the Local Authority, which fulfils the requirements of the Prevent Duty for academies.
- All staff, Governors and volunteers know about Prevent duties and will report any concerns to the Safeguarding Designated Lead in the school who has responsibilities under Prevent to take action, offer advice and support which may include a referral into Channel using the case pathway process.
- All staff, Governors and volunteers should recognise that children are capable of abusing other children or their peers, working to reduce and eliminate such behaviour in their setting.
- All staff/anyone who has contact with a child or young person including Governors and volunteers should recognise what child sexual exploitation and trafficking are and know that they should seek advice and how to report any issues/incidents.
- All staff/anyone who has contact with a child or young person including Governors and volunteers should recognise that a child may be criminally exploited or involved in gang culture and should seek advice and report any issues /incidents.
- When using reasonable force, this is in line with national guidelines and takes into account individual student needs and risk management/care plans, in particular with regard to SEND.
- All staff/anyone who has contact with a child or young person including Governors and volunteers should recognise homelessness and the impact of the student facing homelessness, or who is homeless.
- The Pingle Academy recognises the importance of learning from national and local Serious Case Reviews and Thematic Learning Reviews. We are aware of the impact this has on how we carry out our Safeguarding and Child Protection responsibilities and roles.

Governors and the Leadership Team are responsible for (and need to ask school about):

- Taking leadership responsibility for the school's safeguarding and child protection arrangements.
- Ensure there are robust safer recruitment procedures and a framework of checks, tracking and monitoring.
- That they are up to date with emerging issues in safeguarding and know about strategies by the Local Authority in trying to keep children safe in Derbyshire.

- Ensuring that we have a nominated link Governor for child protection and safeguarding who can also provide a link to the Local Authority on matters of safeguarding in school and are in liaison with other partners and agencies.
- Ensuring that we have a DSL(s) for child protection, appointed from the Leadership Team and one who oversees and line manages the activities and the activities of all other leads in the school. The Number of DSLs needs to be sufficient in number depending upon the size and demands of the school. The DSLs are fully equipped to undertake the safeguarding role, have access to appropriate training updated, at least annually and with certified training every two years.
- That a DSL is on the premises and available at all times during the academy day and there is a contact for holiday activities on site; where this is not available or in exceptional circumstances, there is cover in place. The Leadership Team will ensure that there is cover at all times and that there is a clear pathway for raising and reporting concerns in a timely way. This will include a DSL being a point of contact for trips, outings and residential visits.
- Ensuring that appointed Designated Safeguarding Leads are fully equipped with the knowledge and skills to carry out the role and have access to appropriate regular training to help them keep up to date (and Annex B).
- That we work towards/have a nominated link Governor for CIC (Children in Care/Looked after Children) and SEND alongside other nominated leads in the school on these issues.
- We have an appointed teacher who is responsible for Looked After Children who understands his/her safeguarding responsibilities and is fully aware of the local safeguarding procedures and the school's procedures for reporting, responding and recording child protection concerns.
- That there are procedures in place in handling allegations against staff or volunteers and details of any concerns staff and volunteers have (including concerns about the setting) are brought to the attention of the Local Authority Designated Officer (LADO) in every case.
- Any concerns about the conduct of other adults in the academy should be taken to the Principal (or DSL). Any concerns about the conduct of the Principal should be made to the Chief Executive of The de Ferrers Trust and the safeguarding link on The Trust Board.
- That all staff, (including volunteers and frequent visitors) who will be working in the academy are given a mandatory induction which includes knowledge regarding abuse, neglect, specific safeguarding issues and familiarisation with child protection responsibilities. The induction will also include procedures to be followed if anyone has any concerns about a child's safety or welfare and knowledge about policies and procedures.
- That all staff have regular reviews of their own practice to ensure ongoing personal/professional development.
- That all staff including volunteers receives the appropriate training which is regularly updated.
- That we have in place effective ways to identify emerging problems and potential unmet needs for individual children and families.
- That important policy such as those for behaviour and bullying, are kept up to date.
- To ensure that children are taught about safeguarding, including on line, through teaching and learning opportunities, as part of providing a broad and balanced curriculum.
- That the curriculum makes best use of PSHE to cover safeguarding issues with children. Safeguarding in the Curriculum.
- Children are taught about safeguarding in school. The following areas are among those addressed in PSHE, through assemblies, targeted events and in the wider curriculum:
 - Bullying/Cyberbullying
 - Drugs, alcohol and substance abuse
 - E-Safety/Internet safety
 - Stranger danger
 - Fire and water safety
 - Road safety
 - Domestic violence/Relationships/Consent
 - so called Honour Based Violence issues (HBV), e.g. forced marriage, Female Genital Mutilation (FGM)
 - Sexual exploitation of children (CSE)
 - Tackling Extremism and Radicalisation
- We have in place an on-line safety policy equipped to deal with a widening range of issues associated with technology. Students are taught about online safety during PSHE lessons, assemblies and ICT lessons. Students are free to bring mobile devices into the academy and have designated zones within which they are free to use them during social times.
- That we understand the need to identify trends and patterns regarding Children Missing from Education (CME) and to respond to/refer where required.
- That we notify the Children's Social Care department if there is an unexplained absence of a student who is the subject of a Child Protection Plan.
- That we notify the Children's Social Care Department if it is thought or known that a child or young person may be Privately Fostered. 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 a carer, for 28 days or more.

- That we use the Local Authority protocol on reporting concerns about extremism or views considered to be extreme which may include a referral to PREVENT/CHANNEL and/or social care.
- Acting on the 'Learning from Serious Case Reviews' – see appendix A.
- Ensures that all staff, Governors and volunteers are made aware of the Confidential Reporting Code (Whistle Blowing).
- That all child protection records are kept centrally, kept up to date, are secure and reviewed annually.
- Making sure that the child protection/safeguarding policy is available to parents and carers as appropriate including displaying on the academy's website.
- All reasonable attempts will be made to ensure the all students have at least two emergency contacts.

Creating a safe environment:

- We will ensure that all staff and volunteers are competent to carry out their responsibilities for safeguarding in promoting the welfare of children by creating an environment and an ethos whereby all staff including volunteers feel able to raise concerns and be supported in their safeguarding role.
- We will endeavour to create a culture of listening to children, taking account of their wishes, feelings and voices both in individual decisions and in the academy's development (use of an academy council or similar).
- That the building and its surroundings are safe and one where children can feel safe.
- That parents/carers know about our principles in safeguarding and these are made public on our website. Along with the local community, parents and carers are made familiar with and are able to participate in any policy, procedure or initiatives which contributes to the safety of the children in that local community.
- That we have clear protocols on Reception for visitors and contractors, with procedures in place to ensure the appropriate questions are asked and checks made in line with KCSIE and Derbyshire County Council requirements regarding the Single Centre Record.
- Students understand their responsibility to alert a member of staff if they see someone onsite without a visitor badge.
- We recognise the host families, homestays/exchange visits abroad and the need to provide safe provision and exchanges. We have a system in place, ensuring the suitability of adults in families when arranging hosting and exchanges.
- We recognise that where our academy organises a placement for a student we are responsible for the safeguarding of that student and will check and review those arrangements to reassure ourselves of those safeguarding arrangements and that of the health, safety and wellbeing of that student. We will obtain written confirmation from the provider that checks have been carried out on individuals working in any such arrangement.

Refer also to Confidential Reporting Policy and Health and Safety policy

Recruitment, Staffing:

- We must prevent people who pose a risk of harm from working with children by adhering to statutory responsibilities to check Staff who work with children, taking proportionate decisions on whether to ask for any checks beyond what is required.
- We must where relevant check the identity of a person being considered for appointment and their right to stay in the UK.
- We must where possible undertake overseas checks if a staff member being employed or has returned from a period of employment from abroad.
- We must ensure staff and volunteers undergo appropriate checks via the Disclosure and Barring Service (DBS) relevant to their post.
- We must be aware of the Disqualification by Association rules; having a relevant procedure in place which can be applied if required.
- We must have procedures in place to make a referral to the Disclosure and Barring Service (DBS) if a person in regulated activity has been dismissed, removed due to safeguarding concerns, or would have been had they not resigned; aware that this is a legal duty.
- That we make use of the DBS service where appropriate.
- That applications are scrutinised and further enquiries are made and evidenced around any clarification or need for further exploration.
- We must have at least one person on any appointment panel who has undertaken Safer Recruitment Training, including a Governor (the Academy may choose their training ensuring at a

minimum it covers the 'Keeping Children Safe Guidance', and equips them with the necessary knowledge and skills).

- We must pursue references, with measures in place to ensure scrutiny and to verify all potential staff.
- Raise an alert with a senior member of the leadership team if there are gaps in references and /or any missing references.
- That our volunteers are adequately supervised, being aware of the differences between supervised and unsupervised interaction with the children.
- That all our Governors have the enhanced DBS and other checks that may be required.
- That we understand the requirements if academies are hiring out their premises or use staff from their setting around asking the relevant questions, making sure checks are in place to ensure safeguarding the children/young people who attend clubs, holiday schemes and other activities on their premises.
- We will be mindful of who we are hiring our premises to and refuse the hiring of premises for any activity deemed not in the interests of the children/young people the academy, the local community and or viewed to be inflammatory, e.g. banned political groups.

The Designated Safeguarding Leads are Mr S Waller, Mrs M Hall, Mr M Hurst and Mrs S Hughes.

The Designated Lead for CIC (looked after children) is Mr S Waller.

The Designated Lead for Anti-Bullying is Mr J Done.

The Designated Linked Governor for Safeguarding is Mrs J Astley.

The Designated Linked Governor for Anti-bullying is Mr D Baker.

The Designated Linked Governor for CIC (looked after children) is Mr G Thompson.

The current members of Student and Parent Services team are Mr M Hurst and Mrs S Hughes.

Progress Leaders, Family Support Workers and Form Tutors also have a key role in safeguarding our students.

8) SAFEGUARDING PROCESSES AND PROCEDURES

The academy will deliver its responsibilities for identifying and acting on early help needs, safeguarding and child protection in line with the policies and procedures identified in the Derbyshire Safeguarding Children's Board policies and procedures guidance, available at:

<http://derbyshirescbs.proceduresonline.com/index.htm>

A threshold Document is available and assists with meeting a child's needs in Derbyshire and can be found at:

http://derbyshirescbs.proceduresonline.com/chapters/docs_library.html#guidance

EARLY HELP

All staff, Governors and volunteers are made aware of what Early Help means, how to identify emerging needs and understanding their role within it. This means sharing information and having discussions with the Designated Safeguarding Lead, liaising with other professionals and supporting children identified in the academy (i.e. potentially vulnerable and those who are vulnerable) who may therefore need Early Help intervention.

The provision of early help services should form part of a continuum of help and support to respond to the different levels of need of individual children and families – for more information staff and volunteers can refer to Derbyshire's 'Early Help Offer' and Starting Point

http://www.derbyshire.gov.uk/social_health/children_and_families/support_for_families/default.asp?VD=startingpoint

Starting Point is Derbyshire's first point of contact and referral service for children; including advice, support and next steps – Early Help and intervention (MAT) and for welfare and child protection concerns.

We will follow the referral process for all Early Help requests by using an electronic form made available on www.derbyshire.gov.uk/startingpoint

When calls are received they are screened and advice is given around the next steps to take. All contacts will be passed to a Social Work Senior Practitioner.

In all cases the Senior Practitioner will decide which service within Children's Social Care is best placed to meet that child's needs and the information will be passed to either the Multi-Agency Team or Children's Social Care for assessment.

Referring to Children's Social Care

The Pingle Academy will ensure that if any staff, Governors and volunteers have concerns about the welfare and safety of a child, discussions take place with the Designated Safeguarding Lead as soon as they are aware or know about a concern. The Designated Safeguarding Lead will act upon the information received; however, we also recognise anyone can make a referral into Social Care.

Where welfare and safeguarding concerns are identified, e.g. as a child having an injury or has made a disclosure of sexual abuse, this is a child protection concern and safeguarding procedures must be followed. A telephone referral must be made to Starting Point, Derbyshire's first point of contact for children and younger adults, for referral into Children's Social Care.

If the child has been the subject of an Early Help Assessment then a copy of the assessment, together with a copy of the Multi-Disciplinary Plan, should be attached to the written confirmation. If the professional does not have a copy, reference to the completed Early Help Assessment should be made in the written confirmation. Details within the reference should include: who undertook the assessment and their contact details if known.

When a member of staff, volunteer parent, practitioner, or another person has concerns for a child, and if the academy are aware that the case is open to the Multi-Agency Team they should discuss with the allocated worker or their manager to request escalation to Children's Social Care. If the child does not at that time have a lead professional or allocated social worker the academy should contact Starting Point.

Schools/Academies should ensure they have spoken to the family about their concerns and proposed actions unless to do so would place the child at risk or in the case of exceptional circumstances; the decision not to inform parents/carers/ must be justified and the details recorded. If a child makes a disclosure or presents with an injury it is imperative that advice is sought immediately **prior to the child returning home and as soon as the academy become aware of this.**

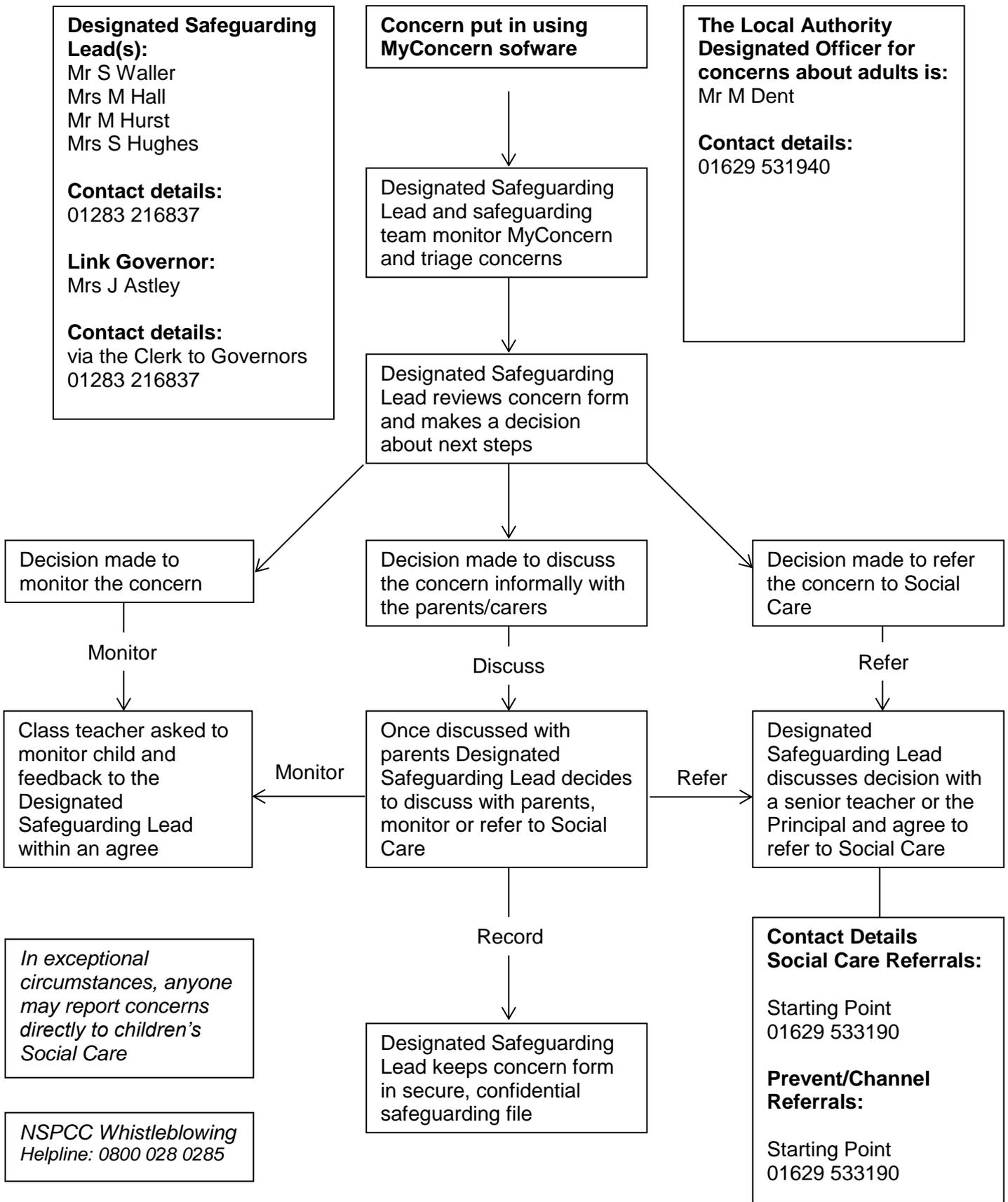
Essential information for making a referral includes:

- Full names and dates of birth for the child and other members of the family.
- Address and daytime phone numbers for the parents, including mobile.
- The child's address and phone number.
- Whereabouts of the child (and siblings).
- Child and family's ethnic origin.
- Child and family's main language.
- Actions taken and people contacted.
- Special needs of the child, including need for an accredited interpreter, accredited sign language interpreter or other language support.
- A clear indication of the family's knowledge of the referral and whether they have consented to the sharing of confidential information;
- The details of the person making the referral.

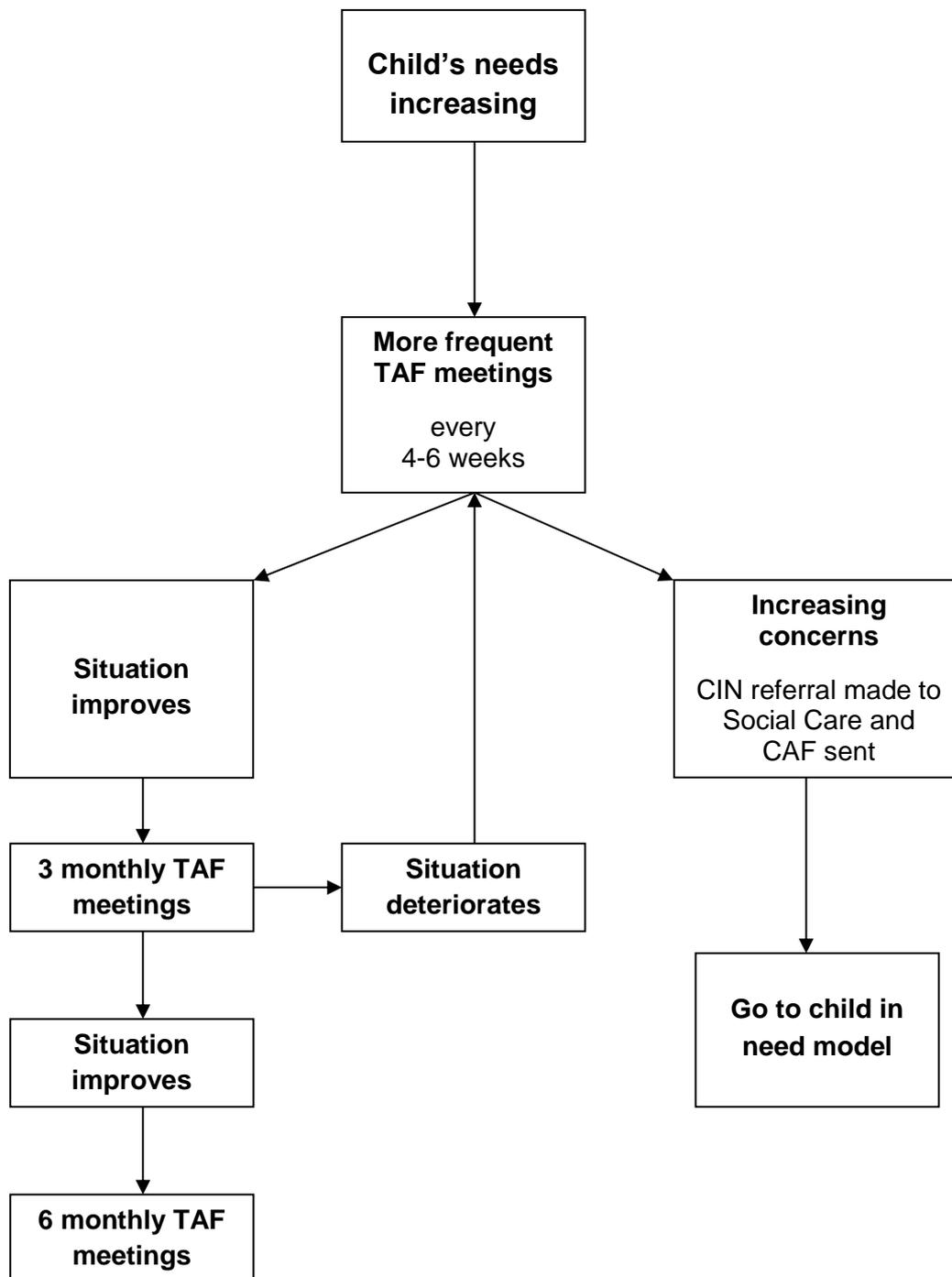
Other information that may be essential:

- Addresses of wider family members.
- Previous addresses of the family.
- Schools/academies and nurseries attended by the child and others in the household.
- Name, address & phone number of GP/midwife/health visitor/school nurse.
- Hospital ward/consultant/named nurse and dates of admission/discharge.
- Details of other children who may be in contact with the alleged abuser.
- Details of other practitioners involved with the family.
- Child's legal status and anyone not already mentioned who has parental responsibility.
- History of previous concerns and any previous CAF or initial assessments completed.
- Any other information that is likely to impact on the undertaking of an assessment or Section 47 Enquiry.

9) FLOW CHART FOR RAISING SAFEGUARDING CONCERNS ABOUT A CHILD

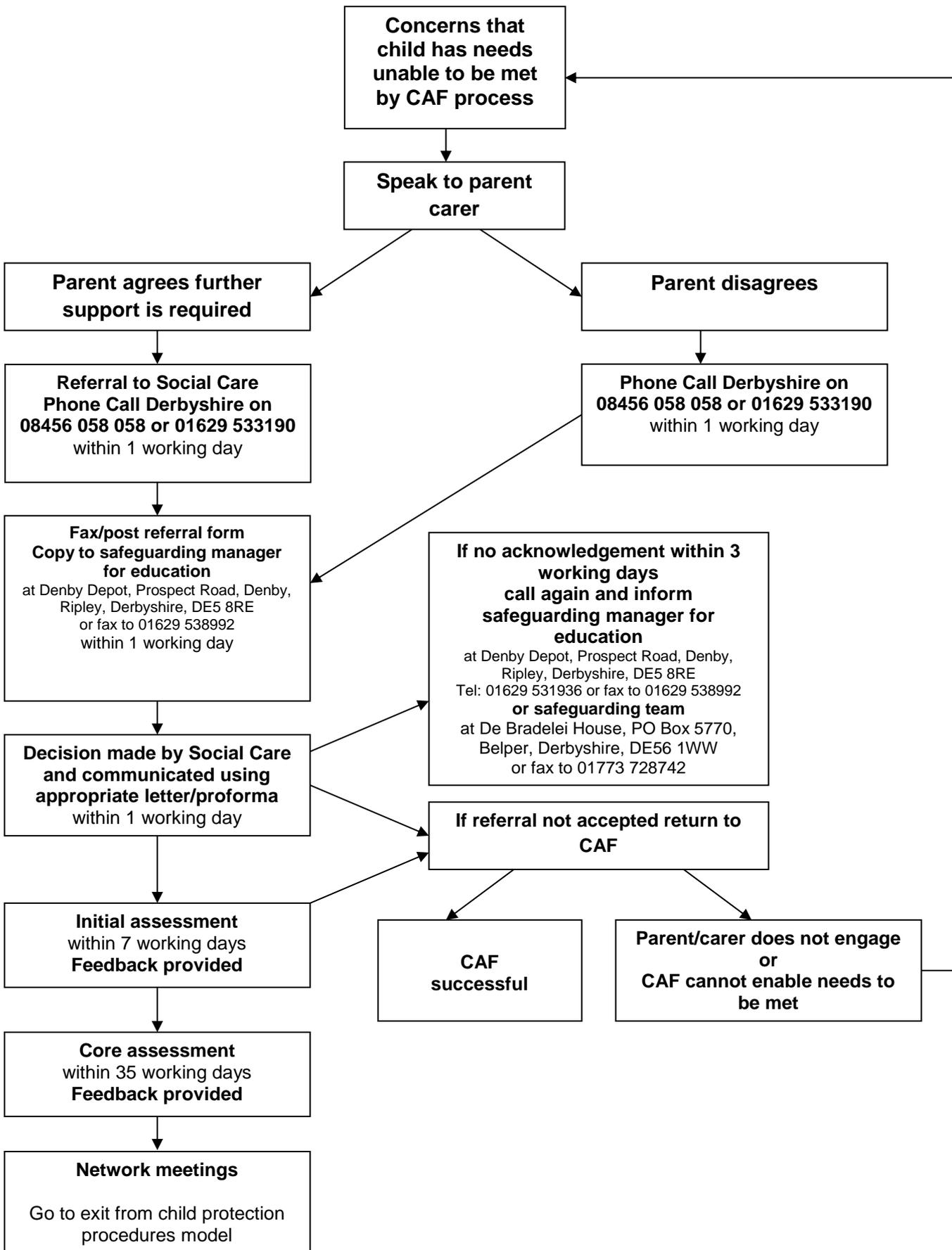


10) Child with CAF and escalating needs



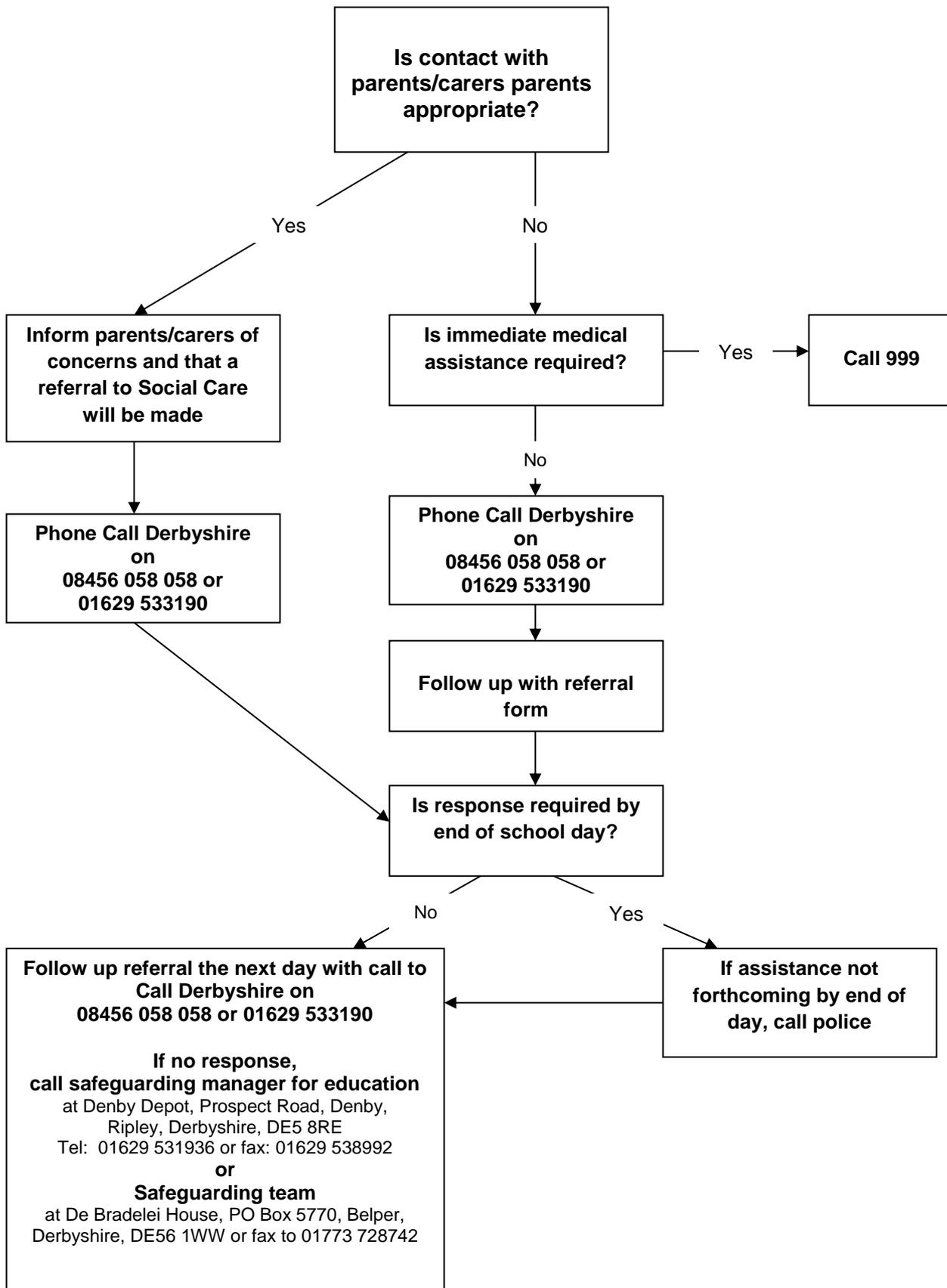
NB a young person can provide permission/request a CAF at 14 years without parent/carer permission

11) Child presenting as child in need

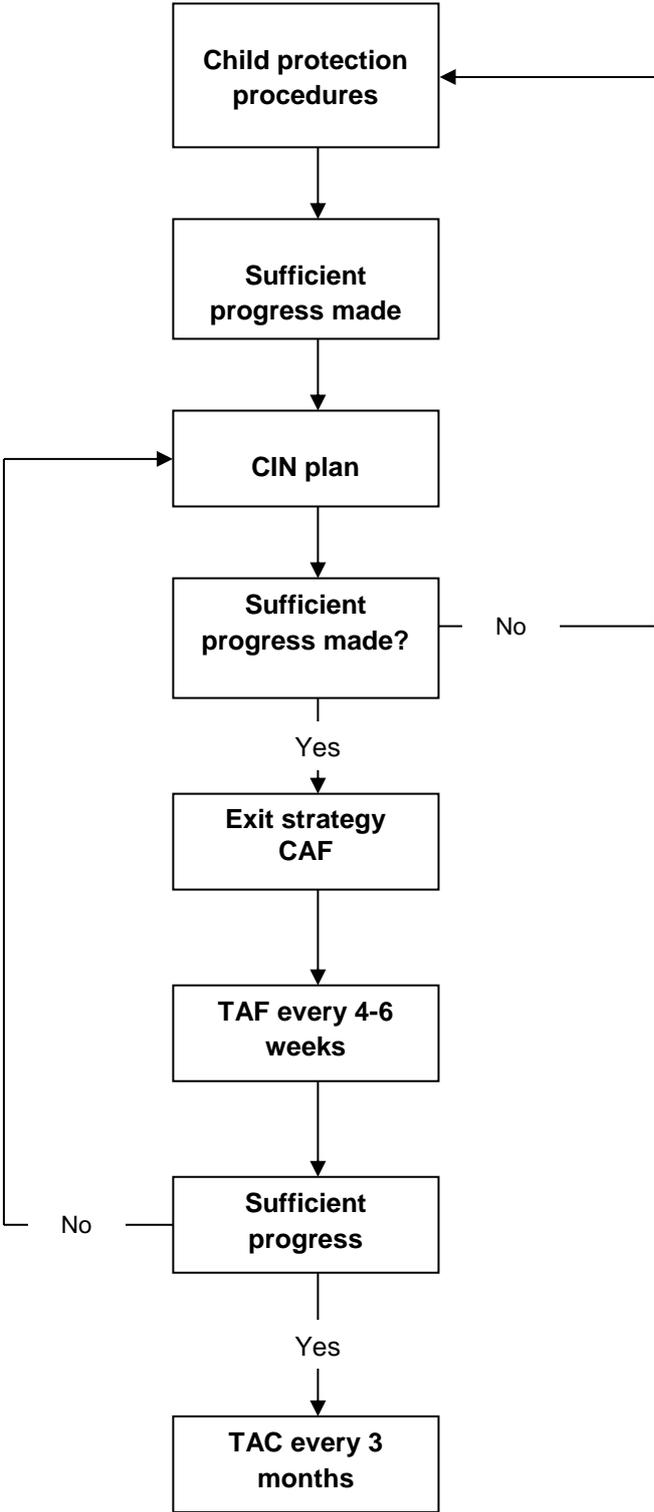


NB a young person can provide permission/request a CAF at 14 years without parent/carer permission

12) Child with safeguarding issues



13) Exit from child protection procedures



14) RECORDS

All concerns about a child will be recorded and records kept using MyConcern. Written statements will be scanned, uploaded to MyConcern and then shredded. This record will be a separate child protection/welfare record and each concern clearly recorded with all decisions, actions taken and with outcomes and feedback to the referrer. We will endeavour to keep centralised records from all previous child protection files as well as those sent to us from primary schools/academies and when a child moves to us from another secondary school/academy. They will be held as private and confidential records, but allow access to key staff who are designated in a role to safeguard children at the academy.

We will follow the Local Authority's current guidance on the keeping, transfer and retention of records and wait any instruction and will agree to amend our policy in line with the Goddard Enquiry (historical child protection records on children and records on staff where there are allegations).

15) RECRUITMENT OF STAFF, GOVERNORS AND VOLUNTEERS

The Pingle Academy will ensure that safer recruitment practices are always followed and that the requirements outlined in the 'Keeping Children Safe in Education, September 2018' are followed in all cases and any supporting DBS documentation are followed in all cases.

All interview panels will have at least one member who has undergone safer recruitment training with the necessary skills and knowledge. We will in all cases for example check on:

- the identity of candidates
- a check of professional qualifications
- the right to work in the UK
- make overseas checks where relevant
- ask for and follow up at least two references
- scrutinise applications for gaps in employment
- at least two safeguarding questions in all interviews.

The Pingle Academy will have a single central record which will cover all staff including Governors and volunteers where necessary, according to their responsibility. We will ensure this record is regularly updated and reviewed in line with National and Local requirements.

We will ensure that all staff (Governors and volunteers) are aware of government guidance on safer recruitment and that its recommendations are followed.

The Pingle Academy will ensure there is a staff code of conduct and ensure all staff and volunteers are familiar with safer working practices which includes all new staff and volunteers and all others working within the academy. See "Guidance on Conduct for Teachers, Support Staff, Governors and Volunteers" in Staff Handbook. This includes advice on conduct, safe use of mobile phones and guidance on personal/professional boundaries in emailing, messaging or participating in social networking environments. All supply staff have an induction and are provided with written guidance. Training on this is given each September to all staff and to new staff on appointment.

16) THE DISCLOSURE AND BARRING SERVICE (DBS)

The Disclosure and Barring Service (DBS) helps employers make safer recruitment decisions and prevent unsuitable people from working with vulnerable groups, including children.

The DBS are responsible for:

- Processing requests for criminal records checks.
- Deciding whether it is appropriate for a person to be placed on or removed from a barred list.
- Placing or removing people from the DBS Children's Barred list and Adults' Barred list for England, Wales and Northern Ireland.
- Providing an online DBS service.

The DBS search police records and in relevant cases, the barred list information, before issuing a DBS certificate to the applicant.

A DBS check will be requested as part of the pre-recruitment checks following an offer of employment, including unsupervised volunteering roles, and staff engaging in regulated activity, where the definition of regulated activity is met. The definition can be found in Part V of the Protection of Freedoms Act 2012 and at DBS Guides to Eligibility/

<https://www.gov.uk/government/publications/dbs-regulated-activity>

The Pingle Academy fully understand the statutory guidance on regulated activity, the role of a supervised volunteer and the unsupervised volunteer as outlined in the KCSIE September 2016, Annex F.

The Pingle Academy will follow advice on DBS checks as detailed by this guidance and this will include:

- Where relevant a separate Barred Check List has been completed,
- That individual is not disqualified from working with children under the Child Care (Disqualification) Regulations 2009 and will adhere to any changes made to this.
- A check to include a Secretary of State Prohibition Order (Teacher Prohibition Order).
- A Section 128 Direction Check where relevant, which prohibits or restricts a person from taking part in any management of an Independent school, including Academy or Free School.
- A check whether a teacher who has trained or worked in the European Economic Area (EEA) has received any restrictions on their teaching.

Refer to External Visitors Policy

Dealing with allegations against staff and volunteers who work with children

The Pingle Academy will adhere to the procedures set out under 'Allegations Made Against Professionals' (allegations of abuse by teachers and other staff), this can be found via the following link: **www.derbyshirescbs.proceduresonline.com/chapters/p_alleg_staff_carer_volunteer.html**

If a member of staff has concerns about another member of staff, then this will be referred to the Principal. Where there are concerns about the Principal this will be referred to the Chair of Governors. We will ensure that all allegations are discussed with the Local Authority Designated Lead (LADO) in every case and by an appropriate member of the Leadership Team.

We will inform all our staff that anyone can report direct to LADO any concerns about a member of staff.

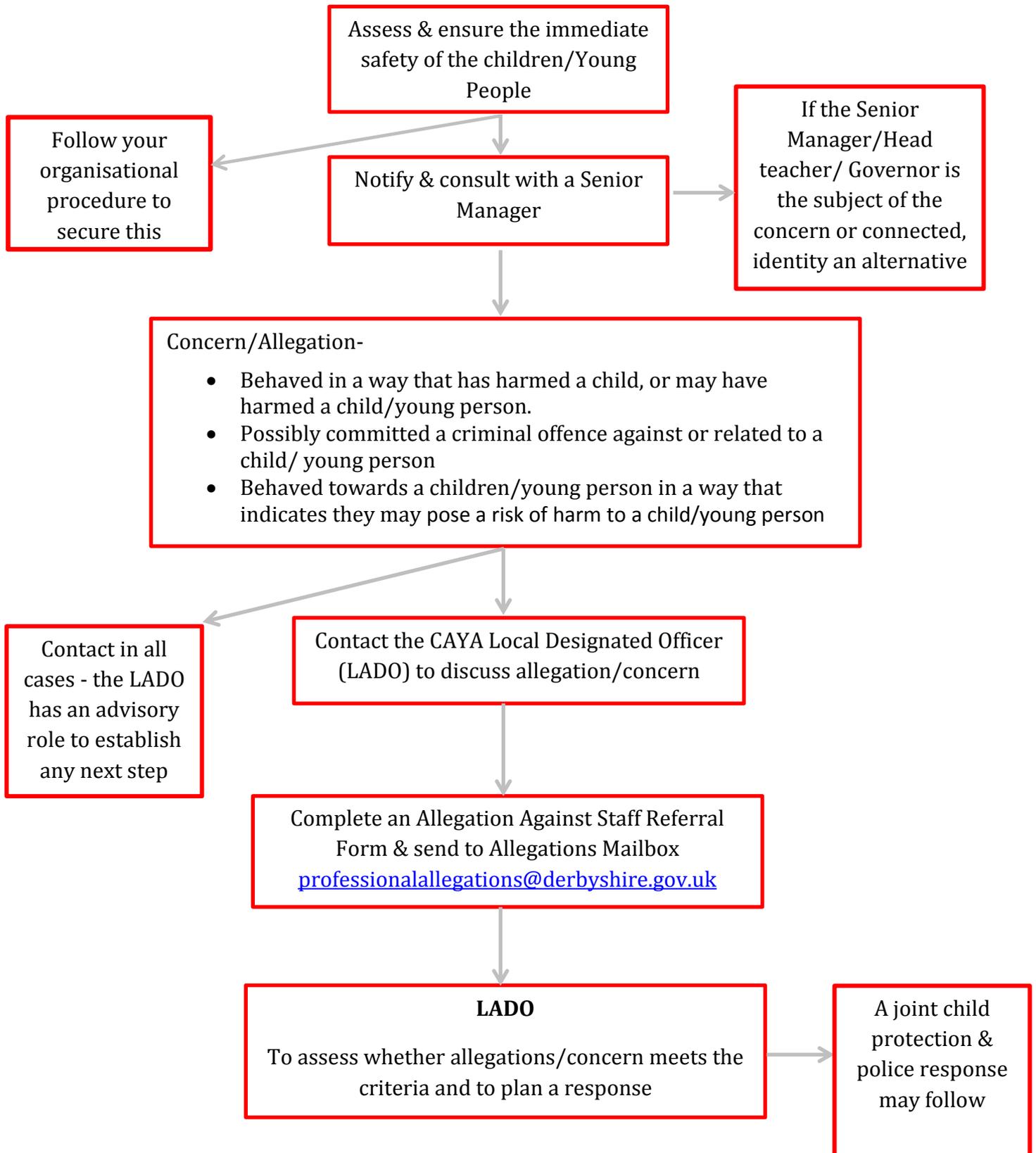
The Pingle Academy will ensure we have followed all the necessary duties and processes under this process and under Whistle Blowing and this will be undertaken in accordance with guidance:

Where there are allegations that are substantiated, The Pingle Academy will fully ensure any specific actions are undertaken on management and exit arrangements as outlined in the "Keeping Children Safe in Education 2016"), guidance page 49/50.

17) Allegations/Concerns Against Staff & Volunteers

Child Protection Process

Education & Schools



18) IMPORTANT CONTACT DETAILS

Starting Point:

Tel: 01629 533190

24/7, 365 days per week Derbyshire contact and referral service for concerns that a child is suffering or at risk of significant harm. All other requests for support for children and their families use an online referral form:

www.derbyshire.gov.uk/startingpoint

Call Derbyshire (Derbyshire adults 18+)

01629 533190

LADO (Local Authority Designated Officer) Miles Dent

01629 531940

Police non emergencies

101

DfE – one single access web link to access all Local Authority’s reporting webpage or phone number for any concerns/worries about a child, young person and vulnerable adults

<https://www.gov.uk/report-child-abuse>

CEOP

<https://www.ceop.police.uk/>

NSPCC – National Helpline

0808 800 500

ChildLine

0800 11 11

Prevent

Seamus Carroll is the lead officer for Prevent at Derbyshire County Council

Seamus.Carroll@derbyshire.gov.uk

01629 538494 or 07771 980107

Child Protection Manager Schools/Educational Settings Derbyshire County Council

Debbie Peacock

01629 531079

Debbie.Peacock@derbyshire.gov.uk

DCC Child Protection/Safeguarding

01629 532178

Derbyshire Police 101 – can route non urgent referrals through to the Prevent Team

19) MANAGEMENT OF THE POLICY

The Governing Body will:

- ensure all Governors are effective in the management of safeguarding
- ensure all staff including all other Governors and volunteers read and have access to the policy
- that it is displayed on the academy’s website
- that it is overseen to ensure its implementation
- review its content on an annual basis.

The Principal will report annually on safeguarding activity and progress within the academy to the Governing Body.

The safeguarding designated lead will complete the S175 Safeguarding Audit with an action plan which will be used to report on safeguarding activity and progress. A copy of this will be submitted to the CPM for schools/academies at Derbyshire County Council. This will be held on file and reported to the Derbyshire Safeguarding Children’s Board.

A copy will also be submitted to Debbie Peacock, Child Protection Manager (Schools/Education) Central Referral Unit, Derbyshire Police Headquarters, Butterley Hall, Ripley, Derbyshire, DE5 3RS by either post or email to: debbie.peacock@derbyshire.gov.uk.

The Principal should report any significant issues to the Chair of the Governing Body that may have an impact on safeguarding in the academy setting and use the processes with the Local Authority to report these.

Appendix A:

Learning from Serious Case Reviews (SCRs) and Serious Incident Learning Reviews (SILRs)

Derbyshire Safeguarding Children Board recognises the importance of learning and improving from our experiences in this area. A range of learning and themes from SCRs and SILRs have been identified from our most recent reviews, and from the preceding three years.

In 2012 we have learnt that:

Babies: are particularly at risk from abuse and neglect including:

- Shaking
- Co-sleeping
- Domestic abuse
- Methadone used as a soother
- Lack of ante-natal assessment

Teenagers: a quarter of all SCRs/SILRs have been about the serious injury or death of a teenager. Issues include:

- Suicide/self-harm
- Child sexual exploitation (CSE)
- Offending behaviour
- Missing from school, home or care
- Difficult to engage.

Parents: the death or serious injury of children and young people often has contributory factors including:

- Substance misuse
- Mental health
- Domestic abuse
- Hostility/non-engagement
- Disguised compliance
- Violent men.

It is vital that themes and learning is shared across all agencies to improve practice and increase safeguards to children and young people. The SCR subcommittee has identified a number of practice developments for professionals including:

- Information gathering, sharing and recording
- Assessing the complete circumstances of the child and family, including their history
- Critically analysing all information
- Ensuring the needs of the child are paramount above those of the parents
- Seeing a child at home and where they sleep.

In 2013/2014 in summary form we have learnt that:

Common themes:

- Domestic abuse
- Substance misuse
- Vulnerabilities of older teenage children
- Suicide/self-harm
- Shaken babies/youngsters
- Disguised compliance from parents/carers
- Agencies should be consulted before closing cases
- Risk to children should be assessed when in contact with perpetrators of domestic abuse
- Not to have overoptimistic or unrealistic expectations of improvements seen or made as it is not likely reflective of past or current risk.

Learning for schools from SCRs and Serious Incident Learning Reviews (SILRs):

- Appropriate representation is needed at key meetings – Children Protection Case Conferences
- Effective multi-agency working

- Working more SMART (ly) with children and young people
- Effective information sharing to inform assessments
- Staff to be curious, inquisitive and ask more questions
- Reflection and constructive challenge for staff when working with vulnerable children and young people
- Staff to observe safer working practices
- Staff to be reminded of a code of conduct and staff to operate by one.

In 2016/17 in summary form, we learnt that:

- The importance of authoritative practice
- To be alert to disguised compliance
- The importance of professional curiosity
- To be alert to the possibility of abuse
- That all professionals must consider the need for an Early Help Assessment
- To hear the voice of the child
- That we must record and aim to understand and record the child's lived experience.

Relevant SCRs:

Serious Case Reviews, Serious Incident Learning and Thematic Case Reviews and learning relevant for schools can be found at:

http://www.derbyshirescbs.proceduresonline.com/chapters/p_serious_case_rev.html