Victoria Lane Academy

Child Safeguarding Policy Statement 2019 - 2020

Staff briefed on 17th September 2019 on updated Keeping Children Safe in Education 2019 – (September 2019)

THE FIRST SECTION (THE STATEMENT) SHOULD BE READ BY EVERYONE.

THE SECOND SECTION (THE POLICY) SHOULD BE READ BY THOSE INVOLVED IN THE DIRECT SUPERVISION OF YOUNG PEOPLE

A Member of the Tudhoe Learning Trust

The School believes:

1. That all children and young people have the right to grow up in a safe and caring environment, which includes the right to protection from all types of abuse;

2. That children and young people have the right to expect adults in positions of responsibility to do everything possible to foster these rights.

We believe, therefore, that regardless of whether or not we are in loco parentis we have a duty of care to:

3. Children and young people who take part in any activity organized by the school.

4. Staff, including student helpers who are asked to take part in any of these activities.

5. Parents/carers of the children that are placed in our care.

To ensure these beliefs are upheld the School has taken the following action:

6. Ensured properly trained staff are in place, all of whom have passed an enhanced check by the Criminal Records Bureau.

7. All staff, including student helpers, are aware of their responsibilities in issues of child safeguarding.

8. All relevant staff will agree to a code of behaviour when around young people.

9. Training, policy writing and ultimate supervision will be the responsibility of the Head teacher or nominated deputy, after training and advice.

10. The School has a “zero tolerance” policy to all forms of abuse, intimidation, bullying (physical or emotional), racist and sexist behaviour.

11. The School strictly forbids all staff and children to consume alcohol whilst on any activity regardless of age or consent.

12. The School will immediately inform the police in the event that illegal substances are discovered, e.g. drugs, weapons, etc.

13. Whilst respecting privacy and data protection the School cannot promise confidentiality in all circumstances. If we discover anything that we believe parents/carers/social services should be informed of we will do so, believing it to be in the best interests of the child.

Guidelines:

14. Staff should always be aware of the needs of young people, and be vigilant for any possible signs of abuse.

15. Staff should not spend time alone with young people, especially away from others. Meetings with individual young people should take place as openly as possible. If privacy is needed, the door should be left partly open and other staff present or informed of the meeting.

16. Staff should not have unnecessary physical contact with young people. There may be occasions when physical contact is unavoidable or positively desirable or necessary, such as providing comfort or reassurance, or for physical support. Contact may also take place during sports. Physical contact should, however, only take place with the consent of the child and the purpose of the contact should be made clear.

17. It is not good practice to take young people alone in a car journey, however short. Where this is unavoidable, it should be with the full knowledge and consent of the parents or carers, and someone in charge of the activity. Staff should be able to state the purpose and anticipated length of the route. Check insurance liability. The young person is to travel in the rear of the car.

18. Staff should not contact or meet with young people outside organised activities, unless it is with the knowledge and consent of parents and someone in charge of the activity.

19. Staff who are engaged in relationships should ensure that their personal relationships do not affect the young people around them.

20. It should be remembered that on rare occasions young people themselves can be responsible for abusing their peers.

21. Staff should never:

a) Engage in sexually provocative or rough physical games.
b) Allow children to use inappropriate language unchallenged (e.g. racist, sexist or homophobic comments)]
c) Make sexually suggestive comments in front of, about, or to a young person.
d) Let allegations made by a young person go without being addressed and recorded.
e) Deter young people from making allegations through fear of not being believed.
f) Jump to conclusions without checking facts.

Rely on their own good name to protect them.

Definitions:

Please note that for the purposes of this statement all persons under 18 years of age are classed as “children” or “young people”.

“Staff” includes any member of School or helpers employed to assist with a particular activity, e.g. School excursions and external visits.

“In loco parentis” – literally “in place of the parent”

“Event” – Any activity organised by the School

Section 2 - Child Safeguarding Policy

This policy can be summarised in just one sentence:

We have a duty of care.

Please read ALL sections whatever your specific role. Due to the nature of child safeguarding we must all be aware of each other's specific roles and of our general duties involving young people. Those supervising young people in any capacity (as a mentor or teacher) are expected to show a duty of care in all aspects. The contents set out in this document and discussed in the various School training and briefing sessions constitutes the School's "Child Safeguarding Policy"

1. General Dos and Don'ts

Do not touch the students. Resist a comforting hug or pat on the back. There is a fine line in a student's perception of where comfort stops and harassment/assault starts.

Do not make jokes about students' personalities, gender, ethnic status, appearance, family, religion, etc.

Do not assume backgrounds you know nothing of.

Do not spend any time alone with a student in any room and do not block doorways.

If a serious problem arises, do not feel you must handle it on your own. There should always be at least one person in a position of management available. If you are in any doubt, please refer to a member of the Leadership Team for advice.

NEVER promise confidentiality. We may not always be able to keep to this as in any real emergency or serious situation, we will have to contact parents with information that we feel they need to know.

2. Fire

If you are teaching or supervising students indoors, be aware of the fire regulations for the School and know where the fire extinguishers are and where the fire exits are. If the Fire Alarm sounds, evacuate your classroom and proceed to the Yard if possible with your class to be registered by you to check that no one is missing.

3. Health and Safety

You are responsible at all times for the safety of your class and yourself. Defects in building fabric, furnishings and electrical fittings should be reported to the Premises Manager and/or school office immediately. Make sure that you adhere to all local and subject specific safety rules – safety goggles, in labs, where appropriate etc.

4. External Educational and Reward School Visits

Organisers of external educational visits will ensure that all locations are properly insured and risk assessed. The School Business Manager acting as the Educational Visits Coordinator (EVC) will assist with this. Here are some general points about visits you need to be aware of. You need to be absolutely sure of who is and who isn't in your party. You should have a copy of a register. As an escort on visits, you need to make sure that your charges do not engage in any dangerous behaviour at any time. There should be enough staff (i.e. At least one mentor per 15 students) on each visit to cope with any problems. Report serious incidents as soon as possible and do not hesitate to seek assistance. We should be over- rather than under-protective. Do not let anyone in your party go off on their own anywhere. Please report any wilful behaviour as soon as possible after your trip so that action may be taken and definitely do not condone bad or irresponsible behaviour.

5. Emergency Contacts

FIRE POLICE AMBULANCE (9)999
POLICE Non-Emergency 0845 60 60 365
First Contact 03000 267 979

Date of Policy: October 2016

Date of Last Review: October 2019

Date of Next Review: October 2020

Signed: *J Richardson* (Head Teacher)

Signed: *D Bowes* (Chair of Governors)