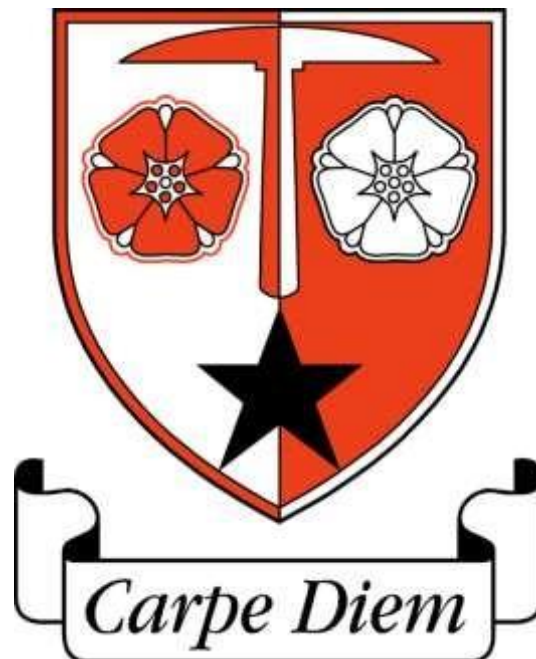


# Audenshaw School



## Child Protection and Safeguarding Policy

This policy is reviewed annually by the Personnel Committee

### History of Document

Issue No	Author/Owner	Date written	Approved by Personnel	Approved by Governors	Comments
Issue 5	Kelly Breakell	29/04/2022	<u>29/04/2022</u>	29/04/2022	Minor amendments to dates and reference to paragraph 85 of KCSIE 2021
Issue 6	Kelly Breakell	01/09/2022	<u>22/09/2022</u>	22/09/2022	To reflect changes to KCSIE 2022
Issue 7	Kelly Breakell	15/09/2023	<u>04/10/2023</u>	04/10/2023	To reflect changes to KCSIE 2023 including the addition of low level concerns.
Issue 8	Kelly Breakell	08/01/2024	<u>30/01/2024</u>	30/01/2024	To reflect updates to working together to safeguard.... 2023
Issue 9	Kelly Breakell	10/09/2024	<u>07/10/2024</u>	07/10/2024	To reflect changes to KCSIE 2024

## **OUR MISSION**

Our school aims to provide a quality education in a caring community based on values of respect, responsibility and resilience and a relentless pursuit of excellence in all that we do.

## **OUR VISION**

Our School will be recognised as a fully inclusive, aspirational, high achieving centre of excellence, firmly rooted in the local community.

We will create, develop and maintain a challenging and stimulating personalised learning environment where no student is overlooked or left behind and where teaching and learning is high quality, inspirational and innovative.

We will consistently have high academic standards and expectations for every individual and continue to place considerable value on sport and healthy living and developing strong links with the community.

All members of our school community will be valued and every success will be celebrated.

Our School will maintain a safe, secure and caring environment in which to work and learn.

## **AUDENSHAW SCHOOL SAFEGUARDING STATEMENT**

**This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

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## Important contacts

ROLE/ORGANISATION	NAME	CONTACT DETAILS
Designated safeguarding lead (DSL)	Kelly Breakell	<a href="mailto:breakellk@audenshawschool.org.uk">breakellk@audenshawschool.org.uk</a>
Deputy DSLs	Suzanne Mountain Elizabeth Warner Sarah Bailey	<a href="mailto:m@audenshawschool.org.uk">m@audenshawschool.org.uk</a> <a href="mailto:warnere@audenshawschool.org.uk">warnere@audenshawschool.org.uk</a> <a href="mailto:baileys@audenshawschool.org.uk">baileys@audenshawschool.org.uk</a>
Local authority designated officer (LADO)	Ray Said	<a href="mailto:ray.said@tameside.gov.uk">ray.said@tameside.gov.uk</a>
Chair of governors	Terry Hall	<a href="mailto:hallt@audenshawschool.org.uk">hallt@audenshawschool.org.uk</a>
Channel helpline		020 7340 7264
NSPCC : whistleblowing		0800 028 0285
NSPCC : Abuse in education helpline		0800 136 663
Tameside Multi Agency Safeguarding Hub		0161 342 4101 0161 342 4222 (out of hours)
Early help access point		0161 342 4040

### 1. Aims

The school aims to ensure that:

- Appropriate action is taken in a timely manner to safeguard and promote children's welfare
- All staff are aware of their statutory responsibilities with respect to safeguarding
- Staff are properly trained in recognising and reporting safeguarding issues

### 2. Legislation and statutory guidance

This policy is based on the Department for Education's statutory guidance Keeping Children Safe in Education (2024) and Working Together to Safeguard Children (2023), and the Governance Handbook. We comply with this guidance and the arrangements agreed and published by our 3 local safeguarding partners (Safeguarding Partnership Arrangements for Tameside 2018/19)

This policy is also based on the following legislation:

Part 3 of the schedule to the Education (Independent School Standards) Regulations 2014, which places a duty on academies and independent schools to safeguard and promote the welfare of students at the school

- The Children Act 1989 (and 2004 amendment), which provides a framework for the care and protection of children

- Section 5B(11) of the Female Genital Mutilation Act 2003, as inserted by section 74 of the Serious Crime Act 2015, which places a statutory duty on teachers to report to the police where they discover that female genital mutilation (FGM) appears to have been carried out on a girl under 18
- Statutory guidance on FGM, which sets out responsibilities with regards to safeguarding and supporting girls affected by FGM
- The Rehabilitation of Offenders Act 1974, which outlines when people with criminal convictions can work with children
- Schedule 4 of the Safeguarding Vulnerable Groups Act 2006, which defines what 'regulated activity' is in relation to children
- Statutory guidance on the Prevent duty, which explains schools' duties under the Counterterrorism and Security Act 2015 with respect to protecting people from the risk of radicalisation and extremism
- Teaching Online Safety in School June 2019, Guidance supporting schools to teach their students how to stay safe online, within new and existing school subjects
- Human Right's Act 1988
- Equality Act 2010 Advice for Schools

### 3. Definitions

**Safeguarding and promoting the welfare of children** means:

- Providing help and support to meet the needs of children as soon as problems emerge.
- Protecting children from maltreatment
- Preventing impairment of children's health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes

**Child protection** is part of this definition and refers to activities undertaken to prevent children suffering, or being likely to suffer, significant harm.

#### **Safeguarding partners**

A statutory safeguarding partner in relation to a local authority area in England is defined under the Children Act 2004 (as amended by the Children and Social Work Act, 2017) as:

- (a) the local authority
- (b) an integrated care board for an area any part of which falls within the local authority area
- (c) the chief officer of police for an area any part of which falls within the local authority area

### 4. Equality statement

Some children have an increased risk of abuse, and additional barriers can exist for some children with respect to recognising or disclosing it. We are committed to anti-discriminatory practice and

recognise children's diverse circumstances. We ensure that all children have the same protection, regardless of any barriers they may face. We give special consideration to children who:

Have special educational needs (SEN) or disabilities  
Are young carers

May experience discrimination due to their race, ethnicity, religion, gender identification or sexuality

Have English as an additional language

Are known to be living in difficult situations – for example, temporary accommodation or where there are issues such as substance abuse or domestic violence

Are at risk of FGM, sexual exploitation, forced marriage, or radicalisation

Are asylum seekers at risk due to either their own or a family member's mental health needs

Are looked after or previously looked after

## 5. Roles and responsibilities

Safeguarding and child protection is **everyone's** responsibility. This policy applies to all staff, volunteers and governors in the school and is consistent with the procedures of the 3 safeguarding partners. Our policy and procedures also apply to extended school and off-site activities.

### 5.1 All staff

All staff have read and understood part 1 and Annex A of the Department for Education's statutory safeguarding guidance, Keeping Children Safe in Education, (2024), and review this guidance at least annually. All staff will receive a safeguarding INSET session with the DSL, in September, and as and when contextual safeguarding issues arise. All staff complete online safeguarding training, Prevent training and FGM training as part of their induction and this is reviewed every three years.

All staff will be aware of:

- Our systems which support safeguarding, including this child protection and safeguarding policy, the staff code of conduct, the role and identity of the designated safeguarding lead (DSL) and [deputy/deputies], the behaviour policy.
- The early help process and their role in it, including identifying emerging problems, liaising with the DSL, and sharing information with other professionals to support early identification and assessment
- The process for making referrals to local authority children's social care and for statutory assessments that may follow a referral, including the role they might be expected to play
- What to do if they identify a safeguarding issue or a child tells them they are being abused or neglected, including specific issues such as FGM, and how to maintain an appropriate level of confidentiality while liaising with relevant professionals
- The signs of different types of abuse and neglect, as well as specific safeguarding issues, such as child sexual exploitation (CSE), indicators of being at risk from or involved with serious violent crime, FGM and radicalisation.
- All staff are encouraged to continue their professional development and will complete additional training in mental health first aid, supporting teenagers, anxiety and attachment disorder etc. and all CPD session will be recorded by HR.

### 5.2 The designated safeguarding lead (DSL)

The DSL is a member of the senior leadership team. **Our DSL is Miss K Breakell-Vice Principal.** The DSL takes lead responsibility for child protection and wider safeguarding.

During term time, the DSL will be available during school hours for staff to discuss any safeguarding concerns.

Out of school hours, the DSL can be contacted at [breakellk@audenshawschool.org.uk](mailto:breakellk@audenshawschool.org.uk)

**When the DSL is absent, the deputies – Mrs S Mountain, Miss E Warner and Mrs S Bailey– will act as cover.**

If the DSL and deputies are not available, Mr P Taylor - Principal will act as cover (for example, during out-of-hours/out-of-term activities).

The DSL will be given the time, funding, training, resources and support to:

- Provide advice support, and training, to other staff on child welfare and child protection matters
- Take part in strategy discussions and inter-agency meetings and/or support other staff to do so
- Contribute to the assessment of children
- Refer suspected cases, as appropriate, to the relevant body (local authority children's social care, Channel programme, Disclosure and Barring Service, and/or police), and support staff who make such referrals directly

The DSL will take lead responsibility for filtering and monitoring systems and processes and will also keep the Principal informed of any issues, and liaise with local authority case managers and designated officers for child protection concerns as appropriate. The full responsibilities of the DSL and deputies are set out in their job description.

### **5.3 The governing board**

The governing board will approve this policy at each review, ensure it complies with the law and hold the Principal to account for its implementation.

The governing board will appoint a senior board level link governor to monitor the effectiveness of this policy in conjunction with the full governing board.

The chair of governors will act as the 'case manager' in the event that an allegation of abuse is made against the Principal, where appropriate (See policy for managing allegations of abuse against staff)

All governors will read Keeping Children Safe in Education 2024.

### **5.4 The Principal**

The Principal is responsible for the implementation of this policy, including:

- Ensuring that staff (including temporary staff) and volunteers are informed of our systems which support safeguarding, including this policy, as part of their induction
- Communicating this policy to parents when their child joins the school and via the school website
- Ensuring that the DSL has appropriate time, funding, training and resources, and that there is always adequate cover if the DSL is absent
- Ensuring that all staff undertake appropriate safeguarding and child protection training and update this regularly
  - Acting as the 'case manager' in the event of an allegation of abuse made against another member of staff or volunteer, where appropriate (see appendix 3)

## 6. Confidentiality and information sharing

The School works within the guidance of 'Information sharing Advice for practitioners providing safeguarding services to children, young people, parents and carers (July 2019). The 7 golden rules of data sharing are upheld:

- Timely information sharing is essential to effective safeguarding
  - Fears about sharing information must not be allowed to stand in the way of the need to promote the welfare, and protect the safety, of children
  - The Data Protection Act (DPA) 2018 and GDPR do not prevent, or limit, the sharing of information for the purposes of keeping children safe
  - If staff need to share 'special category personal data', the DPA 2018 contains 'safeguarding of children and individuals at risk' as a processing condition that allows practitioners to share information without consent if it is not possible to gain consent, it cannot be reasonably expected that a practitioner gains consent, or if to gain consent would place a child at risk
  - Staff should never promise a child that they will not tell anyone about a report of abuse, as this may not be in the child's best interests
  - The government's [information sharing advice for safeguarding practitioners](#) includes 7 'golden rules' for sharing information, and will support staff who have to make decisions about sharing information
  - If staff are in any doubt about sharing information, they should speak to the designated safeguarding lead (or deputies)
- Confidentiality is also addressed in this policy with respect to record-keeping in section 12, and allegations of abuse against staff in appendix 3

## 7. Recognising concerns and taking action

Full details of types of abuse and appropriate actions are found in **Appendix A**

Staff, volunteers and governors must follow the procedures set out below in the event of a safeguarding issue.

Please note – in this and subsequent sections, you should take any references to the DSL to mean "the DSL (or deputy DSL)".

### 7.1 If a child is in school and suffering or likely to suffer harm, or in immediate danger

Use the school reporting facility, MyConcern, to immediately report the concern and mark as 'high priority / urgent. You may also speak to the DSL or deputy DSL in person. They will make a referral using the Multi Agency Request for Service tool and / or call 0161 342 4101 for advice.

In the case that a concern about a child occurs out of school hours and they are at immediate risk, then call the MARS team on **0161 342 2222** or call the police on **999**.

**Anyone can make a referral.** <https://www.gov.uk/report-child-abuse-to-local-council>

### 7.2 If a child makes a disclosure to you

If a child discloses a safeguarding issue to you, you should:

- Listen to and believe them. Allow them time to talk freely and do not ask leading questions
- Stay calm and do not show that you are shocked or upset
- Tell the child they have done the right thing in telling you. Do not tell them they should have told you sooner



- Explain what will happen next and that you will have to pass this information on. Do not promise to keep it a secret
- Write up your conversation as soon as possible using the MyConcern reporting tool. Ensure as much factual detail is recorded as possible.
- . Alternatively, if appropriate, make a referral to children’s social care and/or the police directly (See 7.1), and tell the DSL as soon as possible that you have done so

### **7.3 If you have concerns about a child (as opposed to believing a child is suffering or likely to suffer from harm, or is in immediate danger)**

Use the MyConcern reporting tool to log your concern. Add as much detail as possible and any actions taken.

If in exceptional circumstances the DSL is not available, this should not delay appropriate action being taken. Speak to The Principal or a member of the senior leadership team and in the unlikely event none of those are available then seek advice from local authority children’s social care on 0161 342 4101. All actions should be shared by you with the DSL and on MyConcern

You can also seek advice at any time from the NSPCC helpline on 0808 800 5000.

### **7.4 Early Help Assessment**

If early help is appropriate, the DSL will generally lead on liaising with other agencies and setting up an early help assessment. This process allows all agencies to get a clear picture of the family and student and how best to support them. Staff may be required to support other agencies and professionals in an early help assessment, in some cases acting as the lead practitioner.

The DSL will keep the case under constant review and the school will consider a referral to local authority children’s social care if the situation does not seem to be improving. Timelines of interventions will be monitored and reviewed.

Early Help Access Point 0161 342 4040

Email – [earlyhelpaccesspoint@tameside.gov.uk](mailto:earlyhelpaccesspoint@tameside.gov.uk)

### **7.5 Referrals**

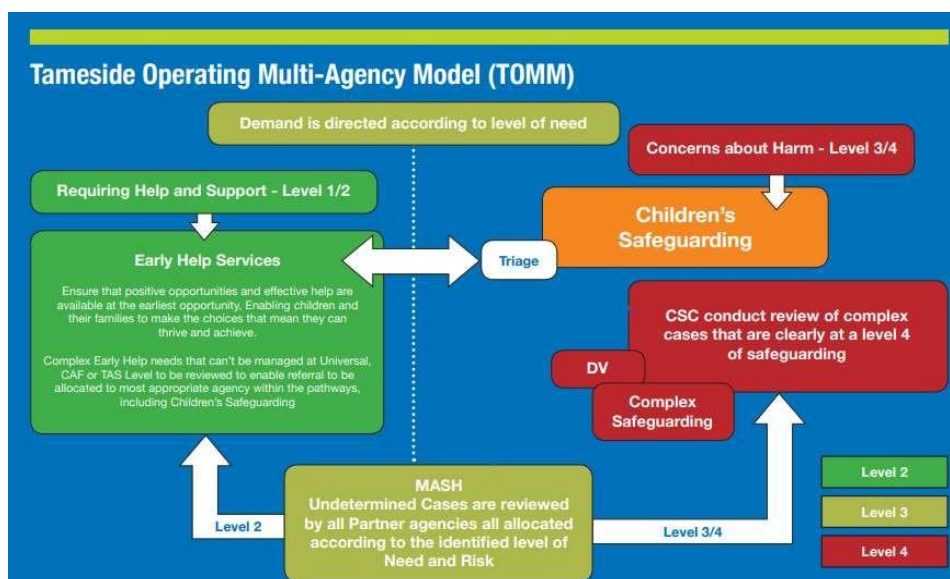
If it is appropriate to refer the case to local authority children’s social care or the police, the DSL will usually make the referral.

If you need to make a referral directly you must inform the DSL as soon as possible and log this on MyConcern

The local authority will make a decision within 1 working day of a referral about what course of action to take and will let the person who made the referral know the outcome. The DSL or person who made the referral must follow up with the local authority if this information is not made available, and ensure outcomes are properly recorded.

If the child’s situation does not seem to be improving after the referral, the DSL or person who made the referral must follow local escalation procedures to ensure their concerns have been addressed and that the child’s situation improves.

The current safeguarding arrangements with the ‘Tameside Safeguarding Partnership are:



## 7.6

### Concerns about a staff member or volunteer

If you have concerns about a member of staff or volunteer, or an allegation is made about a member of staff or volunteer posing a risk of harm to children, speak to the Principal or the DSL immediately. If the concerns/allegations are about the Principal, speak to the chair of governors. If the concerns/allegations are about the DSL, speak to the Principal.

See the Confidential Reporting Policy for more information.

## 7.7

### Low level concerns

Keeping Children Safe in Education September 2024 states the following:

*As part of their whole school approach to safeguarding, schools and colleges should ensure that they promote an open and transparent culture in which **all** concerns about all adults working in or on behalf of the school or college (including supply teachers, volunteers and contractors) are dealt with promptly and appropriately.*

*Creating a culture in which **all** concerns about adults are shared responsibly and with the right person, recorded and dealt with appropriately, is critical. If implemented correctly, this should:*

- *Enable school and colleges to identify in appropriate, problematic or concerning behaviour early*
- *Minimise the risk of abuse, and*
- *Ensure that adults working in or on behalf of the school or college are clear about professional boundaries and act within these boundaries, and in accordance with the ethos and values of the institution.*
- 

### What is a low level concern?

The term 'low-level' concern does not mean that it is insignificant, it means that the behaviour towards a child does not meet the threshold set out at paragraph 355 of KCSIE 2024.

A low-level concern is any concern – no matter how small, and even if no more than causing a sense of unease or a ‘nagging doubt’ - that an adult working in or on behalf of the school or college may have acted in a way that:

- a) is inconsistent with the staff code of conduct, including inappropriate conduct outside of work; and
- b) does not meet the allegations threshold or is otherwise not considered serious enough to consider a referral to the LADO.

Such behaviour can exist on a wide spectrum, from the inadvertent or thoughtless, or behaviour that may look to be inappropriate, but might not be in specific circumstances, through to that which is ultimately intended to enable abuse.

It is crucial that any such concerns, including those which do not meet the harm threshold are shared responsibly and with the right person, and recorded and dealt with appropriately. Ensuring they are dealt with effectively should also protect those working in or on behalf of schools and colleges from potential false allegations or misunderstandings.

A member of staff who has a concern about another member of staff should inform the Principal about their concern.

#### Storing and use of Low-Level Concerns and follow-up information.

LLC forms and follow-up information will be stored securely within the schools safeguarding systems, with access only by the leadership team. This will be stored in accordance with the school’s GDPR and data protection policies. The staff member(s) reporting the concern must keep the information confidential and not share the concern with others apart from the Principal or those aware in the senior leadership team.

Low-Level Concerns will not be referred to in references unless they have been formalised into more significant concerns resulting in disciplinary or misconduct procedure.

Whenever staff leave the School, any record of low-level concerns which are stored about them will be reviewed as to whether or not that information needs to be kept. Consideration will be given to: (a) whether some or all of the information contained within any record may have any reasonably likely value in terms of any potential historic employment or abuse claim so as to justify keeping it, in line with normal safeguarding records practice; or (b) if, on balance, any record is not considered to have any reasonably likely value, still less actionable concern, and ought to be deleted accordingly

## **8. Child on Child abuse**

We recognise that children are capable of abusing their peers. Abuse will never be tolerated or passed off as “banter”, “just having a laugh” or “part of growing up”. All child on child abuse is unacceptable and will be taken seriously.

Child on child abuse can take on many forms, such as:

- Bullying

- Abuse in intimate relationships
- Physical abuse
- Sexual violence and harassment
- Consensual and non-consensual sharing of semi nudes

Most cases of students hurting other students will be dealt with under our school's behaviour policy, but this child protection and safeguarding policy will apply to any allegations that raise safeguarding concerns and will be logged on MyConcern. This might include where the alleged behaviour:

- Is serious, and potentially a criminal offence
- Could put students in the school at risk
- Is violent
- Involves students being forced to use drugs or alcohol
- Involves sexual exploitation, sexual abuse or sexual harassment, such as indecent exposure, sexual assault, upskirting or sexually inappropriate pictures or videos (including sexting).

All cases of sexual violence will be managed in line with section 5 of KCSIE 2024

Students are made aware of the different ways they can report any concerns they may have through assemblies, form time sessions and Life Skills lessons. Students may speak directly with any member of staff, email any member of staff or use the Sharp reporting tool on the school website.

We will minimise the risk of child on child abuse by:

- Challenging any form of derogatory or sexualised language or behaviour, including requesting or sending sexual images
- Being vigilant to issues that particularly affect different genders – for example, sexualised or aggressive touching or grabbing towards female staff or visitors, and initiation or hazing type violence with respect to boys
- Ensuring our curriculum helps to educate student about appropriate behaviour and consent through the teaching of Sex and Relationships in Life skills and form time.
- Ensuring students know they can talk to staff confidentially reiterating the school's support structures in assemblies and form time:

### 8.1 Youth produced sexual imagery

If you are made aware of an incident), you must report it to the DSL immediately.

You must **not**:

- View, download or share the imagery yourself, or ask a student to share or download it. If you have already viewed the imagery by accident, you must report this to the DSL
- Delete the imagery or ask the student to delete it
- Ask the student(s) who are involved in the incident to disclose information regarding the imagery (this is the DSL's responsibility)
- Share information about the incident with other members of staff, the student(s) it involves or their, or other, parents and/or carers
- Say or do anything to blame or shame any young people involved

You should explain that you need to report the incident, and reassure the student(s) that they will receive support and help from the DSL.

## **9. Notifying parents**

Where appropriate, we will discuss any concerns about a child with the child's parents. The DSLs and pastoral team will normally do this in the event of a suspicion or disclosure.

Other staff will only talk to parents about any such concerns following consultation with the DSL.

If we believe that notifying the parents would increase the risk to the child, we will discuss this with the local authority children's social care team before doing so.

In the case of allegations of abuse made against other children, we will normally notify the parents of all the children involved.

## **10. Students with special educational needs and disabilities**

We recognise that students with special educational needs (SEN), disabilities and mental health challenges can face additional safeguarding challenges. Additional barriers can exist when recognising abuse and neglect in this group, including:

- Assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration
- Students being more prone to peer group isolation than other students
- The potential for students with SEN and disabilities being disproportionately impacted by behaviours such as bullying, without outwardly showing any signs
- Communication barriers and difficulties in overcoming these barriers

We offer extra pastoral support for students with SEN and disabilities outlined in the Learning Support department policy and school website (Local Offer)

## **11. Mobile phones and cameras**

Staff are allowed to bring their personal phones to school for their own use, but will limit such use to non-contact time when students are not present (See staff Code of Conduct)

Students are not allowed mobile phones and smart devices in school (See Behaviour policy)

## **12. Complaints and concerns about school safeguarding policies**

### **12.1 Complaints against staff**

Complaints against staff that are likely to require a child protection investigation will be handled in accordance with our Confidential Reporting Policy for dealing with allegations of abuse made against staff.

### **12.2 Other complaints**

All other complaints will be managed in accordance with the school's complaints policy.

All staff and volunteers are encouraged to raise concerns about poor or unsafe practice and potential failures in the school's safeguarding regime, and be assured that such concerns will be taken seriously by the Principal and senior leadership team.

In addition, appropriate whistleblowing procedures are in place for such concerns to be raised with the school's Designated Officer (see Confidential Reporting policy). Where a staff member feels

unable to raise an issue directly, or feels that their genuine concerns are not being addressed, other whistleblowing channels may be open to them:

General guidance on whistleblowing can be found via: Advice on Whistleblowing; and the NSPCC's what you can do to report abuse dedicated helpline is available as an alternative route for staff who do not feel able to raise concerns regarding child protection failures internally or have concerns about the way a concern is being handled by their school. Staff can call 0800 028 0285 – line is available from 8:00 AM to 8:00 PM, Monday to Friday and email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk).16

The Principal and DSL will take all concerns raised seriously and ensure they are fully investigated and dealt with.

### **13. Record-keeping**

We will hold records in line with our records retention schedule.

All safeguarding concerns, discussions, decisions made and the reasons for those decisions, must be recorded in writing on MyConcern. If you are in any doubt about whether to record something, discuss it with the DSL.

Non-confidential records will be easily accessible and available. Confidential information and records will be held securely and only available to those who have a right or professional need to see them.

Safeguarding records relating to individual children will be retained for a reasonable period of time after they have left the school.

If a child for whom the school has, or has had, safeguarding concerns moves to another school, the DSL will ensure that their child protection file is forwarded promptly and securely, and separately from the main student file. In addition, if the concerns are significant or complex, and/or social services are involved, the DSL will speak to the DSL of the receiving school and provide information to enable them to have time to make any necessary preparations to ensure the safety of the child.

- Our safeguarding records are stored securely on the school's MyConcern system. Only the DSL and deputies have full access to the records and it is password protected.

### **14. Training**

#### **14. 1 All staff**

All staff members will undertake safeguarding and child protection training at induction, including on whistle-blowing procedures, to ensure they understand the school's safeguarding systems and their responsibilities, and can identify signs of possible abuse or neglect. This training will be regularly updated and will be in line with advice from the 3 safeguarding partners.

All staff will have training on the government's anti-radicalisation strategy, Prevent, to enable them to identify children at risk of being drawn into terrorism and to challenge extremist ideas.

Staff will also receive regular safeguarding and child protection updates (for example, through emails, e-bulletins and staff meetings) as required, but at least annually.

Volunteers will receive appropriate training, if applicable.

## 14.2 The DSL and deputies

The DSL and deputies will undertake child protection and safeguarding training at least every 2 years.

In addition, they will update their knowledge and skills at regular intervals and at least annually (for example, through e-bulletins, meeting other DSLs, or taking time to read and digest safeguarding developments).

They will also undertake Prevent awareness training.

## 14.3 Governors

All governors receive training about safeguarding, to make sure they have the knowledge and information needed to perform their functions and understand their responsibilities.

As the chair of governors may be required to act as the 'case manager' in the event that an allegation of abuse is made against the Principal, they receive training in managing allegations for this purpose.

## 14.4 Recruitment – interview panels

At least one person conducting any interview for a post at the school will have undertaken safer recruitment training. This will cover, as a minimum, the contents of the Department for Education's statutory guidance, Keeping Children Safe in Education, and will be in line with local safeguarding procedures.

## 15. Monitoring arrangements

This policy will be reviewed **annually** by Miss K Breakell – Vice Principal. At every review, it will be approved by the full governing board.

## 16. Links with other policies

As per paragraph 85 of Keeping Children Safe in Education 2024 this policy links to the following policies and procedures, found on our website or on request:

- Behaviour and anti-bullying
- Staff code of conduct
- Complaints
- Health and safety
- Attendance
- Online safety
- Equality
- Sex and relationship education
- First aid/ Medical
- Curriculum Intent
- Safer Recruitment Policy
- Staff Handbook
- Confidential Reporting Policy
- Dealing with Allegations of Abuse Policy

## **Appendix A – Key term and acronyms**

**Abuse**, including neglect, is a form of maltreatment. A person may abuse or neglect child by inflicting harm or by failing to prevent harm. Children may be abused within their family, in an institutional or community setting, by those known to them, or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults or another child or children.

### **Abuse types**

**Emotional Abuse** is the persistent emotional maltreatment of a child such that it causes severe and persistent adverse effects on the child's emotional development. It may involve:

- Making a child feel worthless, unloved or inadequate
- Only there to meet another's needs
- Inappropriate age or developmental expectations
- Overprotection and limitation of exploration, learning and social interaction
- Seeing or hearing the ill treatment of another, e.g. domestic abuse
- Making the child feel worthless and unloved - high criticism and low warmth
- Serious bullying (including cyberbully)
- Exploitation or corruption

Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

**Neglect** is the persistent failure to meet a child's basic physical or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance misuse. Once a child is born, it may involve a parent failing to:

- provide adequate food, clothing and shelter, including exclusion from home or abandonment
- protect a child from physical and emotional harm or danger
- ensure adequate supervision, including the use of inadequate care givers
- ensure access to appropriate medical care or treatment

It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.

**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.

**Sexual Abuse** involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. Activities may involve physical contact, including penetration of any part of the body, or non-penetrative acts. They may include non-contact activities, such as involving children looking at or in the production of sexual images, including on the internet, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

**CAMHs** is the child and adolescent mental health service. School staff and GPs can make referrals for mental health service support through a single reporting tool called the MARS ( multi agency request for services ) <https://secure.tameside.gov.uk/forms/mars/f1312mars.asp>

**Child Sexual Exploitation (CSE)** CSE occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child into sexual activity

- (a) in exchange for something the victim needs or wants, and/or (b)
- (b) for the financial advantage or increased status of the perpetrator or facilitator.

The victim may have been sexually exploited even if the sexual activity appears consensual. CSE does not always involve physical contact; it can also occur through the use of technology. CSE can



affect any child or young person (male or female) under the age of 18 years, including 16 and 17 year olds who can legally consent to have sex. It can include both contact (penetrative and non-penetrative acts) and non-contact sexual activity and may occur without the child or young person's immediate knowledge (e.g. through others copying videos or images they have created and posted on social media).

The above CCE indicators can also be indicators of CSE, as can:

- Children who have older boyfriends or girlfriends
- Children who suffer from sexually transmitted infections or become pregnant.

is also sexual abuse; it involves children and young people receiving something, for example accommodation, drugs, gifts or affection, as a result of them performing sexual activities, or having others perform sexual activities on them. It could take the form of grooming of children, e.g. to take part in sexual activities or to post sexual images of themselves on the internet.

Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

**Channel** is a voluntary, confidential support programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. Prevent referrals may be passed to a multi-agency Channel panel, which will discuss the individual referred to determine whether they are vulnerable to being drawn into terrorism and consider the appropriate support required

**Child Criminal Exploitation (CCE)** is where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a child into any criminal activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial or other advantage of the perpetrator or facilitator and/or (c) through violence or the threat of violence. The victim may have been criminally exploited even if the activity appears consensual. CCE does not always involve physical contact; it can also occur through the use of technology.

CCE can include children being forced to work in cannabis factories, being coerced into moving drugs or money across the country (county lines) forced to shoplift or pickpocket, or to threaten other young people.

Some of the following can be indicators of CCE:

- Children who appear with unexplained gifts or new possessions;
- Children who associate with other young people involved in exploitation;
- Children who suffer from changes in emotional well-being;
- Children who misuse drugs and alcohol;
- Children who go missing for periods of time or regularly come home late; and
- Children who regularly miss school or education or do not take part in education.

**Child in Need (CIN)** Children in Need are defined under the Children Act 1989 as those who are unlikely to reach or maintain a satisfactory level of health and development or their health will be significantly impaired without the provision of services, including children who have disabilities. Children in need are likely to escalate to child protection without the support of a wide range of professionals – including special care

**Child Protection (CP)** is part of safeguarding and promoting the welfare of children and refers to activity undertaken to protect specific children who are suffering, or likely to suffer, significant harm.

**Child Protection Plan (CPC)** When it is believed that a child is suffering or is likely to suffer significant harm the local authority must enquire and make an informed decision to ensure the safety and welfare of the child is protected for example, Section 47 (risk of significant harm), section 31 (care orders), section 20 (duty to accommodate) of the Children Act 1989).

**County lines** is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs (primarily crack cocaine and heroin) into one or more importing areas [within the UK], using dedicated mobile phone lines or other form of “deal line”.

Children can be targeted and recruited into county lines in a number of locations including schools, further and higher educational institutions, student referral units, special educational needs schools, children’s homes and care homes.

Children are often recruited to move drugs and money between locations and can easily become trapped by this type of exploitation as county lines gangs create drug debts and can threaten serious violence and kidnap towards victims (and their families) if they attempt to leave the county lines network.

**Domestic Abuse / Violence (DV)** The cross-government definition of domestic violence and abuse is: any incident or a pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to: psychological; physical; sexual; financial; and emotional.

All children can witness and be adversely affected by domestic abuse in the context of their home life where domestic abuse occurs between family members. Exposure to domestic abuse and/or violence can have a serious, long lasting emotional and psychological impact on children. In some cases, a child may blame themselves for the abuse or may have had to leave the family home as a result.

**EBSA (emotionally based school avoidance)** EBSA describes children and young people who experience difficulty in attending school due to emotional factors, often resulting in prolonged absences from school. They will often need support and planning to remove potential barriers to school and learning.

**Early Help** means providing support as soon as a problem emerges, at any point in a child’s life, from the foundation years to teenage years. All staff in school are responsible for offering early help. This may include initial referrals but also contributing to relevant meetings and support planning.

**Early Help Assessment (EHA)** is an initial meeting between professionals and families. It enables professionals to efficiently identify the emerging needs of children and young people at risk of poor outcomes; it reduces duplication of assessment and improves involvement between agencies. A plan is put in place and reviewed every 6 weeks.

**Harm** is ill treatment or impairment of health and development, including impairment suffered from seeing or hearing the ill treatment of another

**HYM (Healthy Young Minds)** This is the same as CAMHs. A specialist service to children and young people who are experiencing mental health difficulties.

**Honour-based abuse (HBA) so called HBA** encompasses incidents or crimes which have been committed to protect or defend the honour of the family and/or the community, **including female genital mutilation (FGM), forced marriage, and practices such as breast ironing**. Abuse committed in the context of preserving “honour” often involves a wider network of family or community pressure and can include multiple perpetrators.

All forms of HBA are abuse (regardless of the motivation) and should be handled and escalated as such. Professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a child being at risk of HBA, or already having suffered HBA.

**Female genital mutilation** comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs. It is illegal in the UK and a form of child abuse with long-lasting harmful consequences.

FGM mandatory reporting duty for teachers - Section 5B of the Female Genital Mutilation Act 2003 (as inserted by section 74 of the Serious Crime Act 2015) places a statutory duty upon teachers along with regulated health and social care professionals in England and Wales, to report to the police where they discover (either through disclosure by the victim or visual evidence) that FGM appears to have been carried out on a girl under 18.

**Forced marriage** Forcing a person into a marriage is a crime in England and Wales. A forced marriage is one entered into without the full and free consent of one or both parties and where violence, threats or any other form of coercion is used to cause a person to enter into a marriage. Threats can be physical or emotional and psychological. A lack of full and free consent can be where a person does not consent or where they cannot consent (if they have learning disabilities, for example). Nevertheless, some perpetrators use perceived cultural practices as a way to coerce a person into marriage. Schools can play an important role in safeguarding children from forced marriage.

**Child on Child Abuse** Peer-on-peer abuse can take various forms and include serious bullying, relationship abuse, domestic violence, child sexual exploitation, harmful sexual behaviour, and/or gender based violence. This form of abuse occurs when there is any kind of physical, sexual, emotional or financial abuse or coercive control exercised between children

**Prevent duty** All schools and colleges are subject to a duty under section 26 of the Counter Terrorism and Security Act 2015 (the CTSA 2015), in the exercise of their functions, to have “due regard to the need to prevent people from being drawn into terrorism”. This duty is known as the Prevent duty.

**Private fostering** is a private arrangement made by the parent(s), (or those with parental responsibility) for someone to care for their child because they are unable to do so (permanently or temporarily). This may be due to a number reasons such as parental ill health, a parent going abroad or in to prison, a child being brought to the UK to study English or the relationship between the child and parent has broken down.

If you know a child is being privately fostered you should alert your Designated Safeguarding Lead who will ensure this is followed up with Children Social Care and the arrangement is assessed, approved and monitored.

**Safer Recruitment** is a set of practices to help make sure your staff and volunteers are suitable to work with children and young people. The aim is to help deter, reject or identify people who might abuse pupils or are otherwise unsuited to working with them by having appropriate procedures for appointing staff.

**Single Central Record** is a statutory requirement (Keeping Children Safe in Education, Paragraph 143) for all schools and academies to keep and maintain:

- a single central record (SCR) of recruitment
- vetting checks for their whole workforce (including volunteers, supply staff and teacher trainees on salaried routes)

**Safeguarding Children** is the action we take to promote the welfare of children and protect them from harm. **Safeguarding and promoting the welfare of children** is defined in Working Together to Safeguard Children: A Guide to Inter-Agency Working to Safeguard and Promote the Welfare of Children (2023) as:

- Protecting children from maltreatment
- Preventing impairment of children’s health and development; updated in KCSIE 2024
- to preventing impairment of children’s mental and physical health and development;

- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes.

**Significant Harm** is the threshold that justifies compulsory intervention in the family in the best interests of the child. Section 31 of the Children Act 1989 states where the question of whether harm suffered by a child is significant turns on the child's mental and physical health or development, his health or development shall be compared with that which could reasonably be expected of a similar child.

**Self-Harm**, self-mutilation, eating disorders, suicide threats and gestures by a child must always be taken seriously and may be indicative of a serious mental or emotional disturbance

**SDQ (strengths and difficulties questionnaire)** is a brief emotional and behavioural screening questionnaire for children and young people. The tool can capture the perspective of children and young people, their parents and teachers.

**Upskirting** The Voyeurism (Offences) Act, which is commonly known as the Upskirting Act, came into force on 12<sup>th</sup> April 2019. 'Upskirting' is where someone takes a picture under a person's clothing (not necessarily a skirt) without their permission and or knowledge, with the intention of viewing their genitals or buttocks (with or without underwear) to obtain sexual gratification, or cause the victim humiliation, distress or alarm. It is a criminal offence. Anyone of any gender, can be a victim.

**Sharing of nudes and semi nude images (previously known as sexting or youth produced sexual imagery)** Sexting among children and young people can be a common occurrence, where they often describe these incidents as 'mundane'. Children involved in sexting incidents will be dealt with by the police as victims as opposed to perpetrators, unless there are mitigating circumstances. The DSL should record all incidents of sexting. This should include both the actions taken and the actions not taken, together with justifications. In applying judgement to the sexting incident consider the following:

- Significant age difference between the sender/receiver involved
- If there is any external coercion involved or encouragement beyond the sender/receiver.
- If you recognise the child as more vulnerable than is usual.
- If the image is of a severe or extreme nature.
- If the situation is not isolated and the image has been more widely distributed.
- If this is not the first time children have been involved in a sexting act
- If other knowledge of either the sender or recipient may add cause for concern

See Appendix B for procedures.

## **Appendix B**

### **Child on child abuse procedures**

#### **Safeguarding Allegations:**

Safeguarding issues relating to peer on peer abuse may include physical abuse, emotional abuse, sexual abuse and sexual exploitation. It is likely that to be considered a safeguarding allegation against a student, some of the following features will be found.

#### **The Allegation:**

- Is made against an older student and refers to their behaviour towards a younger student or a more vulnerable student
- Is of a serious nature, possibly including a criminal offence
- Raises risk factors for other students in the educational establishment
- Indicates that other students may have been affected by this student
- Indicates that young people outside the educational establishment may be affected by this student

#### **Examples of safeguarding issues against a student could include:**

- Violence, particularly pre-planned
- Forcing others to use drugs or alcohol
- blackmail or extortion
- threats and intimidation
- Indecent exposure, indecent touching or serious sexual assaults
- Forcing others to watch pornography or take part in sexting
- Sexual Exploitation
- Encouraging other children to attend inappropriate parties
- Photographing or videoing other children performing indecent acts

#### **Minimising the risk of safeguarding concerns towards students from other students**

The schools' core values of respect, responsibility and resilience ensure that an ethos of tolerance and care permeates all interactions

The school provides a developmentally appropriate Life Skills syllabus and RSE curriculum which develops students' understanding of acceptable behaviour and keeping themselves safe.

Staff foster positive relationships with students that allow them to raise concerns with staff, knowing they will be listened to, believed and valued.

Students can access the anonymous Sharpe reporting tool, via the school website, to freely share any worries or concerns

The school engages with a range of partners and external agencies to deliver workshops around healthy relationships and acceptable behaviours.

On occasion, some students will present a safeguarding risk to other students. The educational establishment should be informed that the young person raises safeguarding concerns, for example, they are coming back into educational establishment following a period in custody or they have experienced serious abuse themselves.

These students will need an individual risk management plan to ensure that other students are kept safe and they themselves are not laid open to malicious allegations. There is a need to balance the tension between privacy and safeguarding.

### **What to do**

When an allegation is made by a student against another student, members of staff should consider whether the complaint raises a safeguarding concern. If there is a safeguarding concern this should be logged on MyConcern

A factual record should be made of the allegation, but no attempt at this stage should be made to investigate the circumstances.

The DSL should contact the Children's Hub or EHA Advisor to discuss the case. It is possible that Children's Social Care are already aware of safeguarding concerns around this young person. The DSL will follow through the outcomes of the discussion and make a statement of referral where appropriate.

The DSL will make a record of the concern, the discussion and any outcome on MyConcern.

If the allegation indicates a potential criminal offence has taken place, the police should be contacted at the earliest opportunity and parents/carers informed (of both the student being complained about and the alleged victim).

Where neither Children's Social Care nor the police accept the complaint, a thorough educational establishment investigation should take place into the matter using the educational establishment's usual disciplinary procedures.

In situations where the educational establishment considers a safeguarding risk is present, a risk assessment should be prepared along with a preventative, supervision plan.

The plan should be monitored and a date set for a follow-up evaluation with everyone concerned.

### **Managing sharing of youth produced sexual images (or sharing of nudes/semi nudes)**

#### **Initial review meeting**

Following a report of an incident, the DSL will hold an initial review meeting with appropriate school staff. This meeting will consider the initial evidence and aim to determine:

- Whether there is an immediate risk to student(s)
- If a referral needs to be made to the police and/or children's social care
- If it is necessary to view the imagery in order to safeguard the young person (in most cases, imagery should not be viewed)
- What further information is required to decide on the best response?
- Whether the imagery has been shared widely and via what services and/or platforms (this may be unknown)
- Whether immediate action should be taken to delete or remove images from devices or online services
- Any relevant facts about the students involved which would influence risk assessment
- If there is a need to contact another school, college, setting or individual

- Whether to contact parents or carers of the students involved (in most cases parents should be involved)

The DSL will make an immediate referral to police and/or children's social care if:

- The incident involves an adult
- There is reason to believe that a young person has been coerced, blackmailed or groomed, or if there are concerns about their capacity to consent (for example owing to special educational needs)
- What the DSL knows about the imagery suggests the content depicts sexual acts which are unusual for the young person's developmental stage, or are violent
- The imagery involves sexual acts and any student in the imagery is under 13
- The DSL has reason to believe a student is at immediate risk of harm owing to the sharing of the imagery (for example, the young person is presenting as suicidal or self-harming)

If none of the above apply then the DSL, in consultation with the Principal and other members of staff as appropriate, may decide to respond to the incident without involving the police or children's social care.

### **Further review by the DSL**

If at the initial review stage a decision has been made not to refer to police and/or children's social care, the DSL will conduct a further review.

They will hold interviews with the students involved (if appropriate) to establish the facts and assess the risks.

If at any point in the process there is a concern that a student has been harmed or is at risk of harm, a referral will be made to children's social care and/or the police immediately.

### **Informing parents**

The DSL will inform parents at an early stage and keep them involved in the process, unless there is a good reason to believe that involving them would put the student at risk of harm.

If it is necessary to refer an incident or to gain advice, this will be done through **Tameside**

### **Children's Multi-Agency Safeguarding Hub**

- Monday to Wednesday: 8:30am - 5pm  
Thursday: 8:30am - 4:30pm  
Friday: 8:30am - 4pm  
**Telephone Contact Number: 0161 342 4101**
- Monday to Friday outside of normal hours weekends and public holidays **Telephone Contact Number: 0161 342 2222**