



ACADEMY POLICY FOR CHILD
PROTECTION TO SAFEGUARD
AND PROMOTE THE
WELFARE OF CHILDREN

Publication date: September 2023

Review date: September 2024

*How does God's love abide in anyone who has the world's goods and sees a brother or sister in need and yet refuses help? Little children, let us love, not in word or speech, but in truth and action.
1 John 3:17-18*

Policy:	Child Protection to Safeguard and Promote the Welfare of Children
Reviewers:	Exec Group/SNMAT
Approved by:	SNMAT Board of Directors
Date:	September 2023
Review cycle:	1 Year

VERSION CONTROL			
VERSION	DATE	AUTHOR	CHANGES
Sep 2020	Aug 2020	Sam Dennis/ Adam Cave	<p>All reference to KCSIE 2019 updated to 2020.</p> <p>All reference to NSCB updated to NSCP.</p> <p>Page 4 SNMAT introduction paragraph updated.</p> <p>Page 5 SNMAT CEO and LADO contact details updated.</p> <p>Page 6 Children Missing from Care Homes and Education and Nottingham City Council Education Welfare Service Enforcement Policy links updated.</p> <p>Page 7 updated reference to physical and mental health and safe online practices.</p> <p>Page 8 addition of 'Our academy will do this by promoting a culture of safeguarding that is understood by every member of the academy community' and 'all staff should know all avenues available to them to raise a concern'.</p> <p>Page 10 addition of 'Be aware of vulnerable and potentially vulnerable pupils so that, in the event of prolonged closure, we can ensure there are mechanisms in place to support these pupils and check on their welfare'.</p> <p>Page 11 correction of typo.</p> <p>Page 13 reference to 'Guidance for safer working practice for those working with children and young people in education settings May 2019' and inclusion of SNMAT HR information.</p> <p>Page 14 addition of contact information under whistleblowing section.</p> <p>Page 15 inclusion of new appendices; 20, 23, 24, 25, 31 and 33.</p> <p>Page 16 inclusion of children missing from education and reference to appendix 13.</p> <p>Page 19 inclusion of 'a signed receipt must be obtained' under Child Protection Files heading.</p> <p>Under the Head teacher heading bullet point 4, addition of 'understood' and Whistleblowing Policy.</p> <p>Page 23 inclusion of reference to peer on peer abuse and Appendix 15.</p> <p>Page 24 addition of 'More detail on specific types of abuse that fall within these categories can be found within the appendices of this document' under Neglect heading.</p> <p>Page 26 new reference to "Information Sharing: Advice for Practitioners providing Safeguarding Services to Children, Young People, Parents and Carers". July 2018</p> <p>Page 27 reference to appendix 9 included and updated section on how concerns will be logged using CPOMS.</p> <p>Page 28 addition of 'If the receiving school uses CPOMS then this can be completed electronically' and 'on a concerns form and on the chronology and kept within the confidential file for that child'.</p> <p>Page 29 addition of 'The Designated Safeguarding Lead will conduct regular sampling of concerns to ensure that reporting is consistent, detail, objective, fitting</p>

			<p>of external scrutiny and of the highest standard' and 'All SNMAT academies using CPOMS are expected to ensure recording includes everything detailed on the following recording templates.'</p> <p>Page 44 updated to include use of CPOMS to store contemporaneous notes.</p> <p>Page 47 section 2 updated to include CPOMS activation.</p> <p>Page 65 addition of 'Relationship, Sex and Health Education (RSHE) work'.</p>
Jan 2021	Jan 2021	Sam Dennis	<p>Page 5 & 6 Working together to safeguard children update to date.</p> <p>Page 12 Addition of point: Being aware of pupils at risk of homelessness, and the guidance on Provision of accommodation for 16 and 17 year olds who may be homeless and/or require accommodation - GOV.UK (www.gov.uk)</p> <p>Page 15 Addition of appendix 34 – Domestic Abuse.</p> <p>Page 20 Addition of: Working together to Safeguard Children (2018, amended 12/2020, p106) states that, while it is good practice to inform parents/carers that you are sharing personal information, you do not need consent to share personal information provided that there is a lawful basis to process any personal information required. The Data Protection Act 2018 includes safeguarding of children and individuals at risk as a processing condition that allows practitioners to share information without consent.</p> <p>Appendices 34, 35 and 36 updated.</p>
Sep 2021	Sep 2021	Sam Dennis	<p>All reference to KCSIE 2020 updated to 2021.</p> <p>Page 1 – Bible quote replaced.</p> <p>Page 5 – Addition of 'Safer working practices and child protection underpin everything that takes place in the academies; safeguarding is woven through every aspect of academy life.'</p> <p>Page 8 – Addition of 'including sexual violence and harassment' and removal of 'sexting' in section 4.</p> <p>Page 12 – Deletion of 'Address drugs and substance misuse issues'. Addition of 'governors' to have read and understood part 1 of Keeping Children Safe in Education. 'Keep written' replaced with 'maintain'.</p> <p>Page 13 – Addition of 'and ensure access to electronic records are secure and only accessible by authorised staff' and 'Main pupil files indicate there are confidential records for relevant pupils'. Addition of 'We understand that when a child has a social worker, it is an indicator that the child is at more risk than most pupils. This may mean that they are more vulnerable to further harm, as well as facing educational barriers to attendance, learning, behaviour and poor mental health. We take these needs into account when making plans to support pupils who have a social worker'.</p> <p>Page 14 – Addition of new section titled 'Online Safety'.</p> <p>Page 15 – Addition of 'Sexual Violence and Harassment Policy (pending publication and ratification)'.</p> <p>Page 16 – Addition of 'Staff will be made aware of all available routes to raise a concern'.</p> <p>Page 17 – Addition of 'including Sexual Violence and Harassment' to appendix 15.</p> <p>Appendix 21 'Violence (HBV)' replaced with 'Abuse'. Appendix 25 'Sexual Harassment and Sexual Violence' replaced with 'Low Level Concerns'.</p> <p>Page 18 – Addition of 'Staff not working directly with children may read Annex A, a condensed version of part 1'.</p> <p>Page 20 – Addition of 'Liaise with the virtual school head with respect to their responsibility to promote the education of children who have a social worker' and 'Have detailed knowledge of areas of safeguarding that are of specific concern within their local community'.</p>

			<p>Page 21 – Addition of ‘Designated Safeguarding Leads should also: ensure that child protection information is transferred to the pupils’ new schools help promote educational outcomes by sharing the information about the welfare, safeguarding and child protection issues with teachers and academy leadership staff’.</p> <p>Page 22 – Proprietors replaced with trust directors.</p> <p>Page 23 – ‘sexting’ replaced with ‘sexual violence and harassment’.</p> <p>Page 25 – Addition of ‘and sexual violence and harassment’ and subject headings added to beginning of ‘may be recognised by’ paragraphs.</p> <p>Page 30 - Deletion of ‘named designated person’.</p> <p>Page 31 – NCC Pathway to Provision link and version updated.</p> <p>Appendix 12 – Addition of ‘Is the person conducting the audit able to gain a good understanding of the case from the written records? This is because the records are detailed, and factual and actions/next steps identified and followed up’.</p> <p>Appendix 13 – Addition of point 1 in the table.</p> <p>Appendix 14 – Addition of ‘the board of directors and’ to point 2 and ‘Sexual Violence and Sexual harassment’ and ‘Acceptable use – IT equipment, mobile phones, social media’ to point 4. Deletion of ‘There is opportunity provided to staff to contribute to safeguarding arrangements and child protection policy’ in point 8. Addition of ‘There is opportunity provided to staff to contribute to safeguarding arrangements and child protection policy’ in point 9. Addition of ‘Governors and the headteacher routinely check the SCR’ to point 14. Addition of ‘including sexual violence and sexual harassment’ to point 23.</p> <p>Appendix 15 – Addition of ‘including Sexual Violence and Sexual Harassment’ to title and addition of ‘We recognise that some pupils may find reporting peer on peer abuse difficult. The lack of reported cases does not mean such is not taking place. Therefore, we will ensure pupils can confidently report abuse through our supportive pastoral system, with members of staff or using the safeguarding@tscacademy.org.uk email’. Addition of new sections added from heading Sexual Harassment and Sexual Violence.</p> <p>Appendix 16 – Assembly Policy replaced with Collective Worship Policy and addition of ‘Staff should be alert to changes in children’s behaviour, which could indicate that they may be in need of help or protection. Staff should use their judgement in identifying children who might be at risk of radicalisation and proportionately which may include the designated safeguarding lead making a Prevent referral’. Addition of ‘All academy staff will complete this training’ to Home Office Prevent Training.</p> <p>Appendix 17 – Addition of ‘primarily crack cocaine and heroin’ and ‘to ensure compliance of victims’.</p> <p>Appendix 18 - Addition of section headed ‘Potential Vulnerabilities include’.</p> <p>Appendix 21 – Violence replaced with abuse.</p> <p>Appendix 25 – New appendix.</p> <p>Appendix 26 – Sexting replaced with ‘Youth Produced Sexual Imagery (YPSI)’.</p> <p>Appendix 28 – Addition of ‘and preferably 3’ to absence section.</p> <p>Appendix 32 – Senior replaced with Designated.</p> <p>Appendix 34 - Paragraphs, 1,2, 4 and 5 are new. Family Violence replaced with domestic abuse. Parent’s replaced with victim’s.</p>
Sep 2022	Aug 2022	Sam Dennis	<p>All reference to KCSIE 2021 updated to 2022 and updated page numbers where applicable.</p> <p>Page 7 & 17– contact details updated for Sam Dennis and added for Rachel Moffoot. Deputy Safeguarding Lead name updated.</p>

		<p>Page 8 – addition of Teachers Standards and reference to additional policies.</p> <p>Page 9 – Peer on Peer replaced with Child on Child.</p> <p>Page 10 – addition of 'We will adopt an open mind and know that 'this could happen here' and out of hours contact number.</p> <p>Page 13 & 14 – addition of 'Listen to, record and monitor low level concerns regarding behaviour that may indicate a child/ren are at risk' and 'Ensure governors have sufficient training and knowledge to provide strategic leadership for safeguarding, fulfil their statutory responsibilities and challenge school leaders'.</p> <p>Page 15 – updated code of conduct date and reference to SNMAT safeguarding lead.</p> <p>Page 16 – Removal of Brown Jacobson and addition of supervision is available on request from the SNMAT safeguarding officer.</p> <p>Page 18 – Addition of appendix 35 The role of the appropriate adult.</p> <p>Appendix 1</p> <p>Page 20 – Addition of 'They will be aware that a pupil may not feel ready or know how to tell someone that they are being abused, exploited or neglected, and/or may not recognise their experiences as harmful' and teachers standards updated 2021.</p> <p>Page 21 - Liaise with the headteacher or principal to inform him or her of issues- especially ongoing enquiries under section 47 of the Children Act 1989 and police investigations. This should include being aware of the requirement for children to have an Appropriate Adult. PACE Code C 2019 see appendix 35.</p> <p>Page 22 - Child Protection Files and Designated Safeguarding Leads sections updated.</p> <p>Page 24 – second bullet point amended, fourth and last bullet point new additions.</p> <p>Appendix 2</p> <p>Page 29 – addition of bullet point seven.</p> <p>Appendix 4</p> <p>Page 31 – New paragraph one and amendments to paragraphs 2, 5 and 7.</p> <p>Page 32 – The Concern File, paragraph one and two amended. Paragraph 3 and bullet list removed. Last paragraph in section slight amendment.</p> <p>Page 33 – Recording Practice, amendments to paragraph one and NB section. Addition of paragraph 5 and final paragraph amended and moved to below the NB section.</p> <p>Appendix 13</p> <p>Page 52 – Addition of section 2 and 3 in table.</p> <p>Appendix 15</p> <p>Page 62 – Peer on Peer replaced with Child on Child throughout section. Addition of 'It is important that the academy ensure any children who identify as LBGTQ have an identified trusted adult that can talk to'.</p> <p>Page 65 – Support section updated.</p> <p>Appendix 25</p> <p>Page 84 – Paragraph 2 amended.</p> <p>Appendix 26</p> <p>Page 86 – Paragraph 4 amended. Addition of paragraph 8.</p> <p>Page 87 – Off Site section, paragraph one updated.</p> <p>Page 94 – Addition of Record of Filtering Checks section and table.</p> <p>Appendix 28</p> <p>Page 98 – Addition of paragraph at top of page.</p> <p>Appendix 35</p>
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			Pages 108 & 109 New Appendix.
2023	14.08 .23	SD/AC	<p>References to KCSiE changed to 2023 and page /paragraphs updated throughout.</p> <p>P9 - Nottingham City Council Education Welfare Service Enforcement Policy – removed.</p> <p>Departmental advice Sexual Violence and Harassment Between Children in Schools and Colleges September 2021 - removed.</p> <p>P15 – Additional examples of support added.</p> <p>P16 – Online Safety, additional points added.</p> <p>P17 - Academies will have in place processes to deal with any concerns in respects to adults that do not meet the harm threshold (low level concerns) (KSCiE 2023 part 2, section 2 p100) - added. Policy list updated.</p> <p>P19 - Appendices removed from page 15 onwards and statement added page 9.</p> <p>Dec 23 – Working Together to Safeguard Children 2018 amended to 2023.</p>

The Southwell and Nottingham Diocese Multi Academy Trust core values state that the trust encourages a holistic approach to the development of pupils, believing that each person is an individual made in the image of God and should, therefore, be supported to reach their full potential by receiving the very best education possible. In order to do this the trust is committed to ensuring each academy is a place of safety for pupils as well as a place of refuge and support in times of need.

The Trust recognises that all people working in their academies contribute to the safeguarding and promoting of children's welfare, The Trust and each academy also recognise that they have statutory duties to safeguard children and protect children from harm. Safer working practices and child protection underpin everything that takes place in the academies; safeguarding is woven through every aspect of academy life.

This policy sets out how academies fulfil their statutory responsibilities holding safeguarding and child protection as key to ensuring all members of the academy community are cared for, respected, listened to and protected.

The Samworth Church Academy

Our vision is to create a distinctively Christian and values driven environment that provides the best start to the 70 or more great years our students should enjoy when they leave our school. Our students should have the opportunity to live life in all its fullness and be good citizens wherever they may be.

This Child Protection Policy will be ratified by the Board of Trustees and reviewed by the Local Governing Body.

Date of ratification: September 2023

Date of last review: September 2023

Date of next review: September 2024

Key Contacts

Role	Name	Contact Details
SNMAT Chief Executive Officer	Chris Moodie	Chris.moodie@snmat.org.uk 07841 025000
SNMAT Director	Hilary Craik	hilary.craik@gmail.com
SNMAT safeguarding lead	Samantha Dennis	sdennis@snmat.org.uk 01636 817247 / 07809 306640
SNMAT safeguarding officer	Rachel Moffoot	rmoffoot@snmat.org.uk 07360 121027
Designated Governor for Child Protection	Val Leivers	01623 663450
Designated Senior Person for Child Protection	Adam Cave	01623 663450 acave@tscacademy.org.uk
Deputy Designated Person for Child Protection	Hannah Crosby	hcrosby@tscacademy.org.uk
Chair of Governors	Nick Linney	01623 663450
LA Child Protection Contact/LADO	Nottingham County Council	Eva Callaghan LADO Allegations Officer for Education Services 0115 8041272 Eva.callaghan@nottscc.gov.uk
	Nottingham City Council	Tina Wright LADO 0115 8765501 Tina.wright@nottinghamcity.gov.uk
MASH (Multi-agency Safeguarding Hub)		0115 9774247 / 0300 500 8090

The Samworth Church Academy Commitment

This policy applies to all staff, governors and volunteers working in the academy and takes into account statutory guidance provided by the Department for Education and local guidance issued by the Nottinghamshire Safeguarding Children Partnership.

We will ensure that all parents/carers are made aware of their responsibilities with regard to child protection procedures and how we will safeguard and promote the welfare of their children through the publication of this academy safeguarding and child protection policy.

These duties and responsibilities as set out within the Education Act 2002 sec 175 and 157, DfE Statutory Guidance Keeping Children Safe in Education 2022 and HM Working Together to Safeguard Children 2023 which are incorporated into this policy.

This policy should be read in conjunction with:

“Working Together to Safeguard Children” (December 2023) 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: [Working Together to Safeguard Children](#)

“Keeping Children Safe in Education” (September 2023), which is the statutory guidance for Schools and Colleges. The guidance is available via the following link: [KCSIE 2023](#)

“What to Do if you are Worried a child is being Abused: Advice for Practitioners”. March 2015. The guidance is available via the following link: [What to do if you are worried a child is being abused](#)

“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: [Information sharing advice](#)

“The Prevent Duty Departmental, advice for Schools and Child Care Providers” August 2015. The guidance is available via the following link: [The Prevent Duty](#)

Children Missing from Care Homes and Education, Nottinghamshire County Council
[missing from education procedures](#)

The Teachers’ Standards (DfE 2021) [here](#)

The Samworth Church Academy abuse allegation, attendance, behaviour, child on child abuse, e-safety, recruitment and selection and confidential reporting and whistleblowing policies are available via the following link: <https://www.samworthchurchacademy.co.uk/our-school/policies>.

The SNMAT safeguarding TEAMS file contains templates and information to further support this policy and to aid monitoring and compliance.

SAFEGUARDING

Safeguarding children is defined as:

- The actions we take to promote the welfare of children and protect them from harm. This is everyone's responsibility. Everyone who comes into contact with children and families has a role to play.

Safeguarding and Child Protection is defined as:

- Protecting children from maltreatment.
- Preventing impairment of children's mental and physical 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

(KCSiE, September 2023, para 4)

Safeguarding is not just about protecting children from deliberate harm. It also relates to the broader aspects of care and education including:

- Pupils' health and safety, including both their physical and mental health
- Meeting the needs of children with special educational needs and/or disabilities
- The use of reasonable force
- Meeting the needs of children with medical conditions
- Providing first aid
- Educational visits
- Intimate care
- Internet or e-safety and associated issues, including safe online practices
- Appropriate arrangements to ensure academy security, taking into account the local context
- Recruitment Procedures
- Private fostering

Safeguarding can involve a range of potential issues such as:

- Neglect, physical abuse, sexual abuse and emotional abuse
- Bullying, including cyber bullying (by text message, on social networking sites, etc) and prejudice-based bullying
- Online safety
- Child on Child Abuse; including sexual violence and harassment
- Children missing education
- Racist, disability, homophobic or transphobic abuse
- Extremist behaviour and/or radicalisation
- Child sexual exploitation and trafficking
- Child Criminal Exploitation
- Serious violence
- Accessing pornography
- Substance misuse

- Issues which may be specific to a local area or population, for example gang activity and youth violence, gender-based violence/violence against women and girls
- Particular issues affecting children including domestic violence, sexual exploitations, female genital mutilations and forced marriage, fabricated or induced illness
- Faith abuse
- Teenage relationship abuse

Our ethos is that the effective safeguarding of children can only be achieved by putting children at the centre of a system where we listen and hear what they say. Every individual within our Academy will play their part, including working with professionals from other agencies, to meet the needs of our most vulnerable children and keep them safe. Children will be taught about safeguarding issues in a way that is age appropriate.

Our academy therefore, led by senior leaders, governors and the multi academy trust, aims to provide a safe environment and vigilant culture where children and young people can learn and be safeguarded. Our academy will do this by promoting a culture of safeguarding that is understood by every member of the academy community. We will adopt an open mind and know that 'this could happen here' and we will respond with appropriate action in a timely manner for those children who may need help or be suffering, or likely to suffer, significant harm.

Where staff or others need to raise concerns, these should be made to the Designated Safeguarding Lead who will coordinate a response. Concerns can be raised directly with Children's Social Care, but we would advocate contact with the Designated Person first. The Designated Safeguarding Lead, who is familiar with national and local guidance, will share concerns, where appropriate, with the relevant agencies.

If the DSL is not available a referral can be made to the Multi Agency Safeguarding Hub via:

- online form: [concerned about a child](#)
- telephone: 0300 500 80 90 (0300 456 4546 out of hours)
- fax: 01623 483295
- email: mash.safeguarding@secure.nottscc.gov.uk
- post: MASH
Piazza
Little Oak Drive
Sherwood Business Park
Annesley
Nottinghamshire
NG15 0DR.

All staff should know all avenues available to them to raise a concern.

[Nottinghamshire Safeguarding Children Partnership](#)

The Nottinghamshire Safeguarding Children Partnership provides the safeguarding arrangements required under the Children and Social Work Act 2017 and the statutory guidance 'Working Together to Safeguard Children 2023'. The purpose of safeguarding arrangements is to support and enable local organisations and agencies to work together to safeguard and promote the welfare of children. The partnership was formed on 1st January 2019 and intends to build on the strengths of the previous arrangements under the Local Safeguarding Children Board (LSCB).

The vision for the partnership is 'That children and young people in Nottinghamshire grow up in a safe and stable environment and are supported to lead healthy, happy and fulfilling lives.

The Nottinghamshire Safeguarding Children Partnership will:

- Work effectively as a partnership to protect children from harm.
- Build working relationships between partners which support constructive challenge.
- Be transparent and self-critical.
- Learn from local and national safeguarding practice and improve the way children are safeguarded.
- Listen and respond to children and young people and adult victims and survivors of child abuse to guide how services are delivered.
- Ensure services for children and families in Nottinghamshire support children and young people to stay healthy and happy.
- Ensure services for children and families in Nottinghamshire support parents and carers to provide the best possible care for their children.

The Policy

There are five main elements to our policy:

- Providing a safe environment in which children can learn and develop.
- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases of abuse.
- Supporting pupils who have been abused or harmed in accordance with his/her child protection plan.
- Raising awareness of safeguarding children, child protection processes and equipping children with the skills needed to keep them safe.

We recognise that because of the day-to-day contact with children, academy staff are well placed to observe the outward signs of abuse. The academy will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk and are listened to.
- Ensure children know that there are adults in the academy whom they can approach if they are worried.
- Ensure all adults know what to do and say if a child discloses abuse.
- Ensure that every effort is made to establish effective working relationships with parents and colleagues from other agencies.
- Ensure the wider environmental factors on a child's life are considered when these may be a threat to their safety and/or welfare (Contextual Safeguarding)
- Be aware of vulnerable and potentially vulnerable pupils so that, in the event of prolonged closure, we can ensure there are mechanisms in place to support these pupils and check on their welfare
- Include opportunities in the PSHE curriculum, and as part of the wider broad and balanced curriculum, for children to develop the skills they need to recognise and stay safe from abuse by:
 - availability of local and online advice
 - recognising and managing risks including online, sexual exploitation, sexting and running away as well as radicalisation and know how to get help when they need it.
 - developing healthy relationships and awareness of domestic violence, and abuse which is linked to 'honour' such as female genital mutilation and forced marriage, bullying and peer on peer abuse
 - recognising how pressure from others can affect their behaviour.
- Take all reasonable measures to ensure risks of harm to children's welfare are minimised.
- Take all appropriate actions to address concerns about the welfare of a child, working to local policies and procedures in full working partnership with agencies.
- Ensure robust child protection arrangements are in place and embedded in the daily life and practice of the academy.
- Promote pupil health and safety.
- Promote safe practice and challenge unsafe practice.

- Ensure that procedures are in place to deal with allegations of abuse against teachers and other staff including volunteers and supply teachers (KCSiE 2023, Part Four p87) and work in accordance with the NSCP Local Inter-agency Procedures
- Address drugs and substance misuse issues
- Provide first aid and meet the health needs of children with medical conditions
- Ensure academy site security
- Support and plan for young people in custody and their resettlement back into the community.
- Work with all agencies with regard to missing children, anti-social behaviour/gang activity and violence in the community/knife crime and children at risk of sexual exploitation.
- Set clear guidelines for everyone regarding having a duty to safeguard children inside/outside the academy environment including school trips, extended schools, activities and vocational placements.
- Review practice and procedures on the light of new guidance, serious case reviews and academy context, to ensure the best possible safeguarding and child protection practice is always being delivered.
- Ensure all staff and governors have read and understood Part 1 of KCSiE 2023 and that governing bodies are aware of their responsibilities as set out in part 2.

We take account of guidance issued by the DfE in KCSiE 2023 to:

- Ensure we have a designated person for child protection who is a member of the Senior Leadership Team and a Deputy Safeguarding Leading, who have both received appropriate training and support for this role.
- Ensure we have a nominated governor responsible for child protection and safeguarding
- Ensure we have a designated teacher for looked after children.
- Ensure every member of staff (including temporary and supply staff and volunteers) and the governing body knows the name of the Designated Safeguarding Lead, and their deputy, responsible for child protection and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the Designated Safeguarding Lead or to children's social care/police if a child is in immediate danger
- Ensure all staff and volunteers are aware of the early help process and understand their role in it
- Ensure that there is a Whistleblowing Policy and a culture where staff can raise concerns about unsafe practice and these concerns are taken seriously
- Listen to, record and monitor low level concerns regarding behaviour that may indicate a child/ren are at risk
- Ensure that there is a complaints system in place for children and families
- Ensure that parents understand the responsibility placed on the academy and staff for child protection and safeguarding by setting out its obligations in the academy prospectus and on the academy's website
- Notify Children's Social Care if there is an unexplained absence of more than two days of a pupil who is subject to a child protection plan
- Develop effective links with relevant agencies and cooperate as required with their enquiries regarding child protection matters, including attendance at child protection conferences

- Maintain records of concerns about children, even where there is no need to refer the matter immediately; documenting and collating information on individual children to support early identification, referral and actions to safeguard
- Ensure all records are kept securely; separate from the main pupil file, and in locked locations and Ensure access to electronic records are secure and only accessible by authorised staff
- Main pupil files indicate there are confidential records for relevant pupils
- Develop and then follow procedures where an allegation is made against a member of staff or volunteer.
- Ensure safe recruitment practices are always followed.
- Apply confidentiality appropriately.
- Apply the escalation policy if there is any concern about the actions or inaction of social care staff or staff from other agencies.
- Ensure governors have sufficient training and knowledge to provide strategic leadership for safeguarding, fulfil their statutory responsibilities and challenge school leaders

Supporting children

We recognise that children who are abused or who witness violence may find it difficult to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. The academy may be the only stable, secure and predictable element in the lives of children at risk. When at the academy their behaviour may be challenging and defiant or they may be withdrawn. We also recognise that there are children who are more vulnerable than others, which include children with special educational needs and/or disabilities.

We understand that when a child has a social worker, it is an indicator that the child is at more risk than most pupils. This may mean that they are more vulnerable to further harm, as well as facing educational barriers to attendance, learning, behaviour and poor mental health. We take these needs into account when making plans to support pupils who have a social worker.

The academy will endeavour to support the pupil through:

- An ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- PSHE drop down days.
- CASH counselling.
- The content of the curriculum.
- The academy behaviour policy and anti-bullying policy which is aimed at supporting vulnerable pupils in the academy. The academy will ensure that the pupil knows that some behaviour is unacceptable, but they are valued and not to be blamed for any abuse which has occurred.
- Proactive intervention/support from Learning Managers, tutors, mentors and the teaching assistant team.
- Liaison with other agencies that support the pupil such as Children's Social Care (in line with the [Pathway to Provision Version 9.1](#)), behaviour and attendance service and education psychology service, use of Complex Case Resolution Meetings and the Early Help Assessment Form (EHAF). In addition, the academy works closely with the Tackling Emerging Threats Team, Early Help Unit and Virtual School.

- Ensuring that, where a pupil leaves and is subject to a child protection plan, child in need plan or where there has been wider safeguarding concerns, their information is transferred to the new school immediately and that the child's social worker is informed.
- Ensuring that the vulnerability of children with special educational needs and/or disabilities is recognised.
- Being aware of pupils at risk of homelessness, and the guidance on [Provision of accommodation for 16 and 17 year olds who may be homeless and/or require accommodation - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/provision-of-accommodation-for-16-and-17-year-olds-who-may-be-homeless-and-or-require-accommodation)

Online Safety

At the Samworth Church Academy, pupils are taught about safeguarding themselves, including online, through various teaching and learning opportunities, as part of providing a broad and balanced curriculum. Pupils are taught to recognise when they are at risk and how to get help when they need it. Students are taught about a range of topics including:

- How to stay safe online
- How to recognise and respond to threats or concerns
- How to recognise factual content from opinion

At the Samworth Church Academy, we recognise children and young people with special educational needs and disabilities can face additional safeguarding challenges because:

- There may be assumptions that indicators of possible abuse such as behaviour, mood and injury relate to the child's disability without further exploration
- These children may be more prone to peer group isolation or bullying (including prejudice based bullying) than other children
- Children with SEN and disabilities can be disproportionately impacted by things like bullying without outwardly showing any signs
- Difficulties may arise in overcoming communication barriers

We identify pupils who might need more support to be kept safe or to keep themselves safe by:

- Establishing key adults in the academy who know the students best and are alert to any changes in behaviour or cause for concern
- Sharing pupil information with teaching / pastoral staff and asking for feedback of any concerns
- Inviting parents / carers to termly meetings where information can be shared / obtained
- DSL is also SENDCO of the academy and so able to monitor and respond to concerns involving key students. Assistant SENDCO is also Level 3 trained.

Safe Staff and Supporting Staff

- Safer recruitment processes will be followed in accordance with KCSiE 2023 (Part Three Safer Recruitment, p49).
- Checks and references are an essential part of this process.

- Staff will have access to advice on the boundaries of appropriate behaviour and will be aware of the Trust's Code of Conduct and the Guidance for safer working practice for those working with children and young people in education settings February 2022 [Safer Working practice](#) This should assist in limiting complaints against staff of abuse of trust and/or allegations.
- The relationships and associations that staff have in school and outside (including online), may have an implication for the safeguarding of children in the academy, where this is the case, the member of staff must speak to the academy ([Disqualification by Association under the Child care Act 2006 - as amended 2018](#)).
- In the event of any complaint or allegation against a member of staff, the headteacher (or the Designated Safeguarding Lead if the headteacher is not present), should be notified immediately. If it relates to the headteacher, the chair of governors and the CEO of the MAT or SNMAT safeguarding lead should be informed without delay. The Academy will respond to all allegations robustly in collaboration with the Local Authority Designated Officer (LADO) and the Multi Academy Trust.
- Academies will have in place processes to deal with any concerns in respects to adults that do not meet the harm threshold (low level concerns) (KSCiE 2023 part 2, section 2 p100).
- Staff may find some of the issues relating to child protection upsetting and may need support which should be provided by the academy and SNMAT Human Resources Team. (Jo Smith, SNMAT HR). Supervision is available on request from the SNMAT safeguarding officer – Rachel Moffoot. Advice and support will be made available by the Safeguarding Children in Education Officer (SCiEO)/LADO and where appropriate to the leadership team.

Links to other Policies

This policy should be read alongside and in conjunction with other policies regarding the safety and welfare of children. These together make up the suite of policies to safeguard and promote the welfare of children in the academy.

The Samworth Church Academy Policies:

- *Abuse Allegation Policy*
- *Accessibility Plan*
- *Anti-Bullying*
- *Attendance Policy*
- *Child on Child Abuse Policy*
- *Complaints Procedure*
- *DBS Policy*
- *E Safeguarding/Online Safety Policy*
- *Equality and Diversity Policy*
- *Freedom of Information*
- *Great Citizen Policy*
- *Harassment and Bullying Policy*
- *Health and Safety Policy*
- *Home-School Agreement Document*

- *Recruitment and Selection Policy*
- *Sex and Relationships Education Policy*
- *SEND Policy*
- *Staff Behaviour (Code of Conduct)*
- *Staff Disciplinary Procedure*
- *Student Behaviour Policy*

Other Agency Policies

- [Pathway to Provision](#) (NCC)
- Escalation policy (NCC)
- Guidance where children are at risk from missing education
- Inter-agency Safeguarding Children Procedures of the Nottinghamshire Safeguarding Children Partnership and the Nottingham City Safeguarding Children Partnership

Whistle Blowing Policy

Where there are concerns about the way that safeguarding is carried out in the academy, staff should refer to the Confidential Reporting and Whistle Blowing Policy. A Whistleblowing disclosure must be about something that effects the general public, such as:

- A criminal offence has been committed, is being committed or is likely to be committed
- A legal obligation has been breached
- There has been a miscarriage of justice
- The health and safety of any individual has been endangered
- The environment has been damaged
- Information about any of the above has been concealed.

If a concern cannot be raised in the academy, staff can contact:

Chris Moodie

CEO

Chris.moodie@snmat.org.uk

07841 025000

Samantha Dennis

Safeguarding Officer

sdennis@snmat.org.uk

07809 306640

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 or safeguarding failures internally or have concerns about the way a concern is being handled by their school or college via <https://www.nspcc.org.uk/keeping-children-safe/reporting-abuse/dedicated-helplines/whistleblowing-advice-line/> or by calling 0800 028 0285- line is available 8.00am to 8.00pm Monday to Friday and email: help@nspcc.org.uk

Staff will be made aware of all available routes to raise a concern.