



WCAT

Safeguarding Policy

Appendix A

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Trust Academies to Support the WCAT Safeguarding Policy

Academy: BELL LANE ACADEMY

Headteacher: MRS L E WARD

Named Personnel with Designated Responsibility for Safeguarding and Child Protection

Academic Year	Designated Safeguarding Lead (DSL)	Deputy Designated Safeguarding Lead (DDSL)	Nominated Governor	Designated Lead for Child Protection
2016-17	Mrs L E Ward	Miss R Steele	Mrs J Hopes	Mrs L E Ward
		Mrs H Holt		

Role	Name
Designated Senior Lead (DSL) for Safeguarding is:	Mrs L E Ward
and the person/s who deputise/s (Deputy DSL) in his/her absence is/are:	Miss R Steele, Mrs H Holt
The designated person with responsibility for Child Protection is:	Mrs L E Ward
The nominated governor for Safeguarding is:	Mrs J Hopes
The designated person with responsibility for Looked After Children (LAC) is:	Mrs L E Ward
The designated Lead for PREVENT is:	Mrs L E Ward

Policy Review dates

Review Date	Changes Made	By Whom	Date Shared with Staff
	Nov. 2015 Updated in line with new guidance	Mrs L E Ward	November 2015

Dates of Staff Training and details of course title and training provider

Whole School	Designated Safeguarding Lead (LW)	Deputy Designated Safeguarding Lead (HH and RS)
	Managing Allegations Training with Andrew Hall On 26 th January 2017.	
Prevent Duty Training with WCAT on 7 th February 2017.	Advanced safeguarding Training with Andrew Hall (Safeguarding in Schools) on 29 th September 2016	RS Children and Young People living with domestic violence and abuse with Wakefield District Safeguarding Board on 5 th September 2016
Safeguarding and child protection training with Ian Price on 2 nd February 2016	An Introduction to Parental Mental Illness and the impact on children's lives with Wakefield District Safeguarding Board on 10 th December 2015	RS Designated Safeguarding Lead Training with Wakefield District Safeguarding Board on 16 th April 2015
Prevent Duty update with Mrs Ward on 26 th January 2016.	Managing Allegations against staff with Wakefield District Safeguarding Board on 5 th November 2015	RS Core Group Guidance Document with Wakefield District Safeguarding Board on 24 th November 2015
Prevent Duty Information Sharing from DSL training shared by Mrs Ward on 3 rd November 2015.	Prevent WRAP 3 to raise awareness of Prevent with Wakefield District Safeguarding Board along with West Yorkshire police on 9 th September 2015	RS An Introduction to Parental Mental Illness and the impact on children's lives with Wakefield District Safeguarding Board on 10 th December 2015
	Safer Recruitment Training with Safer Recruitment Consortium on 24 th March 2015	HH Designated Safeguarding Lead Training with Wakefield District Safeguarding Board on 12 th November 2014
	Designated Safeguarding Lead Training with Wakefield District Safeguarding Board on 12 th November 2014	

Since 01 January 2010 it has been mandatory that any appointments of maintained school staff are made by a recruitment panel that includes at least one person who has been trained in Safer Recruitment. Ofsted will request evidence as part of their inspections that each recruitment panel meets this requirement.

Mrs L E Ward (Headteacher)

Mrs H Holt (Deputy Headteacher)

have undertaken training in Safer Recruitment training.

The DSL ensures that there is always cover for this role including arrangements during academy holidays as follows:
 Named contacts (Mrs L E Ward, Miss R Steele, Mrs H Holt) provide personal contact details to the MASH team for all holidays.

Disclosures or information may be received from pupils, parents or other members of the public. The Academy recognises that those who disclose such information may do so with difficulty, having chosen carefully to whom they will speak. Accordingly all staff will handle disclosures with sensitivity.

Children have access to a full time Pastoral Care Manager and a part time Learning Mentor who they can speak to at any time. All staff also make themselves available if a child needs to talk. If needs be a class can be covered to enable a member of staff to continue a meeting with a child. All adults who work in school are trained in how to respond to any disclosure.

Allegations regarding person(s) working in or on behalf of academy provision (including volunteers)

Detailed and accurate records will be made to include decisions, actions taken, and reasons for these. Records of all incidents and concerns about staff will be kept in order that historical patterns can be detected. All records will be retained securely.

The academy has clear protocols for recording safeguarding issues which are fully understood and utilised by all staff. The Headteacher (DSL) and Pastoral Care Manager (Deputy DSL) have responsibility for the monitoring and storing of these records in locked filing cabinets.

Whilst we acknowledge such allegations, (as all others), may be false, malicious or displaced, we also acknowledge they may be founded. It is, therefore, essential that all allegations are investigated properly and in line with agreed procedures.

Contacts**Children's Social Care**

Tel: 0345 8503503 Email: Social_care_direct@wakefield.gov.uk

Police Safeguarding Children Unit

Tel: 01924 293 870 Email: wakefield.sguchild@westyorkshire.pnn.police.uk

Children Missing from Education

Tel: 01924 307 451 Email: ews@wakefield.gov.uk

Wakefield District Safeguarding Children Board (WDSCB) Procedures

Website: <http://westyorkscb.proceduresonline.com/index.htm>

Local Authority Designated Officer (LADO)

Name: Mark Lee

Tel: 01977 722934/926 or 01977 727034 Email: marklee@wakefield.gov.uk

Safeguarding Advisor for Education

Name: Vicki Maybin

Tel: 07788743527 Email: vmaybin@wakefield.gov.uk

NPSCC Helpline 0800 800 5000**Other Useful Local Contacts****Prevent Engagement Officer**

Tel: 07702210632 Email: Richard.marsh1@westyorkshire.pnn.police.uk

CSE Barnardos Worker

Tel: 07827 322 821 Email: kevin.robinson@barnardos.org.uk

Targeted youth support TYS

Tel: 01977 723 165 (East) 01924 303 600 (West)

NSPCC Schools Service (primary)

Tel: 07834 498 354 Email: Michelle.Poucher@NSPCC.org.uk

Curriculum Support for Safeguarding

The Academy is committed to ensuring there are opportunities in the academy curriculum, for example through the Personal, Social, Health Education (PSHE) curriculum and by providing an age-related, comprehensive curriculum, for pupils to be taught about aspects of safeguarding in order to develop the knowledge and skills they need to recognise and stay safe from abuse, including on-line safety

Parents /carers are invited to view any resources and discuss any concerns they have over any curriculum content within our PSHE curriculum provision. Arrangements can be made by contacting [Mrs L E Ward, Headteacher](#), in the first instance.

Methods of Support for Pupils and Parents

The following information is made available to pupils: [NSPCC Childline posters](#)

The Academy's arrangements for consulting with and listening to pupils are: [Worry Box](#), [School Council](#), ['Top Team' peer support pupils](#), [Strong relationships between pupils and staff](#).

We make pupils aware of these arrangements by: [Having an ethos of sharing problems](#), [Regularly discussing the role of School Councillors and the Top Team](#), [Links through Assemblies and lessons \(e.g. R.E, PSHE\)](#) whenever relevant.

Partnership with Parents

The Academy shares a purpose with parents to keep children safe from harm and to have their welfare promoted. Information relating to Safeguarding is readily available on the Academy website and is displayed in the main entrance and Nursery. (Safeguarding staff contact details displayed on the wall and in a leaflet). Parents also have access to our Safer Schools Police Officer, PC Blunt, on request.

We encourage parents to discuss any concerns they may have with [the Headteacher \(DSL\)](#), [The Pastoral Care Manager \(Deputy DSL\)](#) or [the Deputy Headteacher \(Deputy DSL\)](#). Staff are also available and can be released if needed.

The Child Protection Policy should be available publicly either via the academy website or by other means.

We make parents aware of our Policy by displaying it on the website or providing a paper copy on request.

Partnerships with other Agencies

The Academy recognises that it is essential to establish positive and effective working relationships with other agencies [MASH team](#), [Early Help Hub](#), [Children and Families Service](#), [REACH team](#), [Barnardo's](#), [Police](#), [Health](#), [District Council](#), [NSPCC ChildLine Schools' Service](#), [National Youth Advocacy Service](#).

Pupil Information

In order to keep children safe and provide appropriate care for them the Academy requires accurate and up to date information regarding names, contact details of those with parental responsibility, emergency contact details, persons authorised to collect child from school, any relevant court orders, care orders etc, CP Plan, contact details of agencies involved with family, GP details etc.

The Academy will collate, store and agree access to this information. Emergency contact information is kept in the main office along with information relating to who can collect children and any relevant legal information. CP Plans and agency contact details are kept in the Pastoral Care Manager's room.