

# The Greywood Multi-Schools Trust

## SAFEGUARDING POLICY

### Introduction

NB - This Policy should be read alongside the Child Protection Procedures for the school.

Greywood Multi-Schools Trust recognises its legal duty under 175 Education Act 2002 (section 157 in relation to independent schools and academies) and the 1989 and 2004 Children Acts. We take seriously our responsibilities to protect and safeguard the interests of all students. This organisation recognises that effective child protection work requires sound procedures, good inter-agency co-operation and a workforce that is competent and confident in responding to child protection situations.

These procedures aim to provide a framework which ensures that all our practice in regard to safeguarding children is consistent with the stated values and procedures that underpin all work with children and young people.

This Policy has regard to the statutory guidance 'Working Together to Safeguard Children' 2018 and 'Keeping Children Safe in Education' 2022 (KCSIE). The Trust and our schools have regard for Staffordshire Safeguarding Children Board's (SSCB) policies and procedures and their training strategy and reflects what the SSCB considers to be safe and professional practice.

Child protection has to be considered within professionals' wider "safeguarding" responsibilities that include a duty to co-operate under the Children Act 2004 and takes account of the need for children to 'be healthy' and 'stay safe'.

All staff and volunteers need to have read and be familiar with this policy and the Child Protection policy of the school, and the school's internal procedures around referral, including contact details of the Designated Safeguarding Leads (referred to as DSLs).

### Aims

The key aims of the Trust's safeguarding policy is to ensure we:

- **Are committed** - developing a robust culture of vigilance
- **Build resilience** - raising awareness of safeguarding and child protection issues, and equipping children with the language and skills to keep themselves safe
- **Establish a safe environment** - in which children can learn and develop within an ethos of openness and are taught to treat each other with respect, to feel safe, to have a voice and are listened to
- **Support vulnerable pupils** - supporting pupils who have been abused, have witnessed violence towards others or may be vulnerable to abuse



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#### Date Implemented

Sept 2019

#### Date Reviewed

Sept 2022

#### Next Review Date

Oct 2023

#### Policy Links

Child Protection Policy and Procedure (linked to individual schools)  
Whistleblowing Policy  
Disciplinary Procedure  
E-Safety Policy  
Anti-Bullying Policy (linked to individual schools)  
Behaviour Policy  
Equalities Policy  
Safer Recruitment Policy  
Keeping Children Safe in Education (2022)  
Working Together to Safeguard Children (2018)

- **Prevent unsuitable people** - from working with children by ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with our children. And to maintain an active vigilance thereafter

The aim is for the Trust and our schools to follow the procedures set out by Staffordshire Safeguarding Children's Board, Working Together to Safeguard Children 2018 and Keeping Children Safe in Education 2022 by:

- Knowing that safeguarding and promoting the welfare of children is everyone's responsibility, and the voice of the child is evident
- Protecting children and young people from maltreatment
- Establishing a safe environment in which children and young people can learn and develop within an ethos of openness
- Preventing impairment of our children and young people's health or development
- Ensuring young people at grow up in circumstances consistent with the provisions of safe and effective care.
- Offering children and young people balanced curriculum through online activities, enabling them to enhance their safeguarding skills and knowledge whilst understanding the risks.
- Understanding that no single professional can have the full picture of a child's needs and circumstances. Everyone who comes into contact with children and their family has a role to play in identifying concerns, sharing information and taking prompt action.
- Undertaking the role so as to enable children and young people at our school to have best outcomes.
- Ensuring as a Trust our schools have a clear understanding of staff's knowledge and understanding, and embedding safeguarding through clear systems of communication and Continuous Professional Development (CPD) so that safeguarding is a robust element of our school.

This policy provides guidance to all adults working within the school, whether paid or voluntary or directly employed by the school or a third party.

This policy is available on the Trust's and our schools' websites and is available on request from the school offices. We also inform parents/carers about this policy when their children join our schools.

This policy will be reviewed in full by the Trust Board and Local Governing Bodies on an annual basis or sooner should legislation/guidance change.

This policy sets out how the school's governing body discharges its statutory responsibilities relating to safeguarding and promoting the welfare of children who are pupils at this school. The policy applies to all staff; paid and unpaid, working in the schools including Trustees and Governors.

The policy is provided to all staff (including temporary staff and volunteers) at induction, alongside the Staff code of conduct. In addition, all staff are provided with Part One, Keeping Children Safe in Education 2020

The Trust and the schools follow the Staffordshire Safeguarding Children's Board policies and procedures. [www.staffsscb.org.uk](http://www.staffsscb.org.uk).

In safeguarding and promoting the welfare and wellbeing of children, the Trust will act in accordance with the following legislation and guidance:

- Health and Safety Act (1974)
- The Children Act (1989 & 2004)
- Mental Health Act (2007)
- Management of Health and Safety at Work Act (1994)
- Human Rights Act (1998)
- Data Protection Act (1998)
- Education Act (2002) (section 175/157)

- Mental Capacity Act (1993) (2005)
- The Education (Pupil Information) (England) Regulations (2005)
- Equalities Act (2010)
- Teachers' Standards (2012)
- Dealing with Allegations of Abuse Against Teachers and Other Staff (2012)
- The Local Authority Safeguarding Boards Inter-Agency Procedures
- Working Together to Safeguard Children (2018)
- Keeping Children Safe in Education (Sept 2022)
- What to do if you're worried a child is being abused (2015)
- Information Sharing (2018)
- Counter-Terrorism and Security Act (2015)
- Children Missing Education - Statutory Guidance for Local Authorities (2016)
- Sexual Violence and Sexual Harassment between children in schools and colleges (2017)
- Disqualification under the Childcare Act 2006 (2018)

## Responsibilities and Expectations

### Greywood Multi-School's Trust and its Trustees will:

- Be responsible for ensuring that each school has an effective child protection procedure in place and that proper procedures are in place for managing allegations of staff committing abuse (including the Headteacher and volunteers).
- Any concerns about the conduct of other adults in the school should be taken to the Headteacher without delay (or where that is not possible, to the Designated Safeguarding Lead (DSL)); any concerns about the Headteacher should go to the CEO and Chair of Governors. Where there are concerns about the proprietor the member of staff should contact the Local Authority Designated Officer (LADO) without delay.
- Amend the policy as safeguarding requirements change as directed by government guidance and legislation.

### Local Governing Bodies (LGB) will:

- Be responsible for monitoring the implementation of the Trust's safeguarding policy and **child protection procedures** and ensure that the **school** complies with them.
- Ensure all staff members are aware of their duty to raise concerns where they exist and use whistle blowing procedures as necessary (see Whistle Blowing Policy). NSPCC Whistleblowing helpline 0800 028 0285.
- Ensure that the policy and procedures are made available to parents and carers (if requested) and that all staff, contractors and volunteers are properly vetted to make sure they are safe to work with pupils who attend the school.
- Ensure that proper procedures are in place for managing allegations of abuse against pupils (see Child Protection Policy and Procedure).
- Ensure that there is a Safeguarding Link Governor, a Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Lead (DDSL), Designated Teacher for LAC and PREVENT Lead who have lead responsibility for dealing with all safeguarding issues in the school. In the case of an allegation against a member of staff, the Headteacher will deal with any such allegation, except in the case the allegation is against the Headteacher, where the CEO and Chair of Governors will be involved. Designated Safeguarding Lead and Designated Teacher for LAC will work closely together to protect the needs of looked after children.
- Governors and Senior Leaders will ensure the Designated Safeguarding Lead is a member of the leadership team and has this role specified in their job description. They will also ensure that the responsibilities of the DSL are not delegated.

### **The Designated Safeguarding Lead must:**

- Update their safeguarding training every two years and keep up to date with safeguarding developments as they arise.
- Ensure that all safeguarding issues raised in the school are effectively responded to, recorded and referred to the appropriate agency. The Designated Safeguarding Lead will keep secure, accurate records.
- Ensure staff understand the difference between a 'concern' and 'immediate danger or at risk of harm' and are aware of the Early Help processes and keep accurate records of those children accessing this support.
- Arrange safeguarding training for all staff, governors, contractors and volunteers who work with children and young people in the school.
- Ensure that school safeguarding updates takes place at least annually, which they can deliver within the school, provided they are linked into the support quality assurance process offered by the Local Authority.
- Have the relevant training and access to appropriate supervision, attend where appropriate, all conferences core groups or meetings where it concerns a pupil in the school and to contribute to multi-agency discussions to safeguard and promote the pupil's welfare.
- Work with external agencies and professionals on matter of safety and safeguarding and ensure that child protection information is transferred to the pupil's new school.
- Complete an annual report to Governors which demonstrates that the safeguarding arrangements in the school are being met and reported annually to the Local Governing Body (LGB).

### **Other Duties:**

- Schools will seek further information (vet) about visitors and speakers to ensure that pupils are not exposed to extreme views and radicalisation.
- All visitors including education and training providers who have access to pupils for the purpose of informing them about approved technical education qualifications or apprenticeships will be vetted in line with school procedures.
- All child protection concerns need to be acted upon immediately (ensuring appropriate cover is arranged). If staff are concerned that a pupil may be at risk or is suffering abuse, they should tell the Designated Safeguarding Lead (or Deputy Designated Safeguarding Lead, if the DSL is unavailable) immediately. All concerns should be reported to the Designated Safeguarding Lead as soon as possible so they can carry out their duties.
- All adults, including the Designated Safeguarding Lead, have a duty to refer all known or suspected cases of abuse to children's social care or the police. Where a disclosure is made to a visiting staff member from a different agency (e.g. nurse) it is the responsibility of that agency staff to formally report the disclosure to the school's Designated Safeguarding Lead in the first instance. Where the disclosure is made by a pupil attending a Pupil Referral Unit (PRU) or deputy provision, the disclosure should be recorded and referred to the on-site Designated Safeguarding Lead and a formal notification made to the school Designated Safeguarding Lead where the pupil is on role for information or appropriate action to be taken. Any records made should be kept securely on the pupil's school safeguarding file which should be kept in a locked and fire-proof cabinet.

**For detailed child protection procedures please refer to the school's Child Protection Procedures. These can be found on the school's website or by requesting a copy from the school's office.**