

Safeguarding



SOUTH NOTTINGHAMSHIRE
ACADEMY AND SIXTH FORM

Visitors Information

Responsibilities:

Safeguarding and promoting the welfare of children is **everyone's responsibility**. We should consider, at all times, what is in the best interests of the child. Staff should also maintain the attitude of **'it could happen here'**.

All school staff have a responsibility to:

- Provide a safe environment in which children can learn,
- Ensure children are protected
- Ensure they are in a position to identify concerns early,
- Ensure they take immediate action,
- Provide help for children,
- Prevent concerns from escalating,
- Follow the School's safeguarding policies,
- Understand that early information sharing is vital for effective identification, assessment and allocation of appropriate service provision,
- Follow GDPR regulations (but fears of data sharing should not impact the safety/welfare of a child)
- Speak to a member of the Designated Safeguarding Team if they have any queries,
- Challenge someone on school grounds not wearing an ID or visitors' badge.

Policies and Who's who:

Staff should be aware of the following policies and staff:

- Academy's Child Protection safeguarding policy (website)
- Trust staff code of conduct (school handbook)
- Keeping Children Safe in Education (Part One)



The **Designated Safeguarding Officers at SNA:**

Mrs C Lucas (DSL)
Mr M Siviter
Ms S Proctor
Ms B Barton
Miss Martin



To contact the above staff please call 309 or 310 on the telephone and a member of student services will be able to radio the staff member to support you.

Do you have any concerns about a child?

Would you like to speak to someone?

Our Designated Lead for safeguarding is **MRS LUCAS**.

The Deputy Safeguarding Leads are

Ms Proctor Mrs Barton Miss Martin Mr Siviter

One of us will be ready to talk through any concerns you may have.

Academy processes

- The person raising the concern should raise this with a DSL in the first instance either or face to face and with a written statement
- If a DSL is unavailable or the concern is about a DSL then you should report to the Headteacher
- If the concern relates to the Headteacher, this should be raised Steph Dyce, Executive Head 01773 786212 ext 130 or Chair of Governors, Simon Healy email healysimon@gmail.com
- If you feel at any time that your concerns are not being taken seriously either by a DSL, the Headteacher or the Executive Head, you should report it to MASH 0300 500 8090 if the concern involves the child. Or report to the LADO if it involves a member of staff
- Early Help 0115 8041248
- LAC lead: Claire Lucas/Caroline Martin

Extra information:

CSE and CME– DSL/MASH/Early Help
FGM – Personally to the POLICE / DSL
LAC concerns – C Lucas and C Martin

Bullying – record on SIMS
Sexual violence – DSL (2 people to support)
Do not look at student's phones

Wear your lanyard
Mental health – inclusion
ICT –monitoring software

How to Report a Safeguarding Concern

Early Help Process:

Staff need to be aware that “the early help process” of identifying emerging problems, liaising with the Designated Safeguarding Team in the Academy and **sharing information is key** and **all staff must pass this information on in writing as soon as possible the same day to a member of the Designated Safeguarding Team.**



EARLY HELP - 0115 804 1248



early.help@nottscc.gov.uk

Any child may benefit from Early Help intervention but staff should be particularly aware of potential support needs if a child is/has:

- Disabled
- Specific additional needs;
- Special educational needs (whether or not they have a statutory Education, Health and Care Plan)
- A young carer
- Been missing in education
- In care or recently left care
- Privately fostered

Multi-Agency Safeguarding Hub (MASH)

In a safeguarding situation where the Designated Safeguarding Lead (DSL) or a member of the Designated Safeguarding Team are unavailable anyone can call Nottinghamshire MASH (Multi Agency Safeguarding Hub) on:



MASH - 0300 500 80 90



mash.safeguarding@nottscc.gov.uk

Please follow the flow diagram in part one of the Keeping Children Safe in Education.

Who to Raise Concerns With:



Covid-19 Pandemic:

During times of lockdown, **safeguarding continues to be paramount.** Please follow normal procedures and refer to the Child Protection Policy and the Appendix, which has been updated in response to the Coronavirus pandemic.