

## SAFEGUARDING CHILDREN

(A briefing paper for all staff)

**Keeping Children Safe in Education**, the Government's guidance on safeguarding took immediate effect when it was published in April 2014. It sets out the requirements for safeguarding and promoting the welfare of children under the age of 18. In practice, as this continues to be a real strength at The City of Leicester College, it requires us to simply keep doing as we do.

The health and well-being of our young people is at the heart of our role as adults working in a college. We must live up to the challenge of keeping the focus on the whole individual when we are working so hard to improve academic outcomes for all.

OFSTED quite rightly recognise that keeping young people safe is an essential part of our work and therefore place huge significance on it when they inspect schools.

OFSTED gives sufficient weighting to the judgement that, poor safeguarding practice could result in an overall judgement of inadequate across different areas of the framework, rather than being a judgement in itself.

The key outcome is that children are safe and that children feel safe.

I believe our practices at The City of Leicester College are "outstanding" based on these key aspects:

- How well pupils are safeguarded and protected
- How well child welfare concerns are identified and responded to appropriately
- How well safeguarding is prioritised
- The colleges work with other agencies and safeguarding and safeguarded children.

However, when asked, staff do not always articulate what they do because actually it is so embedded in our ethos and practice. So here are a few reminders for us all:

### Safeguarding practices in college include:

- The central record showing that all adults have an up-to-date DBS check with contra indicators followed up by the Headteacher.
- The arrangements for supply teachers and visitors around DBS checks and identification, signing in and out. Visitors being collected from and returned to reception, and are given our safeguarding and safety information on arrival.
- Recruitment documentation (adverts) and process including the clear message "*The City of Leicester College is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will need to undertake an Enhanced Disclosure via the DBS*" The recruitment panel always include one person who has completed Safer Recruitment training.
- Clear identification of DSL around College
- Security on site is vastly improved since we are in one single building with all the students Y7 – Y11 and visitors using the main entrance and staff and Post 16 students able to use a second entrance/exit which requires swipe access.
- Staff on duty at all times being aware of the possibility that some student behaviour might be harmful to others and themselves, being vigilant, having a presence often prevents. Staff reporting anything which concerns them to a dedicated team of staff in the Inclusion / safeguarding Team.
- Staff encourage pupils to adopt safe and responsible practices and deal sensibly with risk e.g.
  - When handling hazardous equipment and materials
  - Looking after themselves during outdoor activities
  - When attending alternative educational or work related provision
  - Using the internet
  - If they come into contact with groups that encourage violence.
- Every adult knows and carries out their duty of care to all young people across the college.

- Adults report any concerns related to the attendance, behaviour and appearance of a student to the Form Tutor, AchCo, HoY, Inclusion Team or a member of CLT
- Adults follow the correct procedures to report any safeguarding concerns related to staff or external provider.

**Remember:**

- A change in appearance
- An offhand comment
- Lack of organisation for college
- Poor attendance, change in attendance pattern
- Change in behaviour – withdrawn, outspoken, clingy, defiant or angry
- Unusual work - drawings, prose, for example

**Anything that arouses your concern for that child’s well-being MUST be reported.**

If a child discloses information to you regarding abuse, neglect or self-harm, you MUST pass this on to the Child Protection designated staff – Anne Gregory, Karena Anderson, Hilary Foster, Jill Walton or Jon Hunt.

**Remember: LISTEN, PROMISE NOTHING AND PASS IT ON**

In all areas regarding pupils’ well-being our internal communication is excellent. We have skilled staff in place to deal with the wide range of issues and good links with external agencies.

Information is regularly shared via email, briefings and student profile. All documentation is kept on the student’s individual file. A separate child protection file is kept, with limited access. This information is now held securely using CPOMs with key staff having full access to enable them to respond immediately to concerns raised.

We ensure staff undertake regular training to keep updated with current changes in today’s ever changing world.

Finally, please consider that our students are our best source of information regarding their well-being or indeed that of their friends. We must continue to promote and encourage them to talk to us/ with us. Reminding students that “ON CALL” gives us the capacity to provide an immediate response to incidents of a wide range.

Students often self-refer to the Mentors or School Nurse or our part time Counsellor. We need to remind students that these services exist, how to reach them and what to expect.

All staff are encouraged to remind students of the services regularly and frequently.

We must continue to create an environment where they will talk to us. Every student must have at least someone they can talk to in college.

As staff you will be asked by OFSTED and/or HMI about your contribution to safeguarding – we all contribute by being vigilant, acting on concerns, maintaining an approachable demeanour and taking note of all student information through meetings, email, briefings, professional dialogue and inclusion updates.

Remember to tell them what you do to keep all our youngsters safe and well.

All colleagues are reminded of their professional and legal duty to report any concerns relating to the behaviours of other adults, including colleagues at any level, should you be concerned that such behaviours are a risk to young people’s safeguarding and wellbeing. Report directly to Social Services, the Head Teacher or Chair of Governors. In exceptional circumstances staff could report direct to the LADO.

NSPCC Whistleblowing Advice Line, Tel Number: 0800 028 0285 or Email: [nspcc.org.uk/whistleblowing](mailto:nspcc.org.uk/whistleblowing)

**Governor(s) Responsible for Safeguarding:** Karen Chapman and Shazia Janar

Signed AG (Head Teacher)

Date 10/01/19

To be reviewed annually