

All staff should know the name of the designated lead for child protection and safeguarding who is:

HEATHER MARSHALL

For further information about safeguarding please refer to:

- www.swcpp.org.uk
- www.gov.uk/government/publications/keeping-children-safe-in-education
- “What to do if you are worried your child is being abused” (Department of Health guidance for professionals)
- Guidance for Schools on physical contact between staff and pupils
- Physical Intervention Procedure for people working with children and young people under the age of 18 with severe learning difficulties and/or autism

Anyone who is the subject of an allegation should contact their professional association or trade union for advice and support.

If you have any concerns or you receive any enquiries from parents or members of the public concerning potential child protection issues, you must immediately seek advice from your own line manager or the designated person for child protection.

At Frome Vale Academy we take our responsibilities for safeguarding very seriously. All visitors to our academy (including supply teachers) must provide photo-identification and, if appropriate, evidence of a current enhanced DBS disclosure. Visitors without a pre-arranged appointment may be admitted at the discretion of the Principal.

All visitors and supply teachers will receive a copy of this leaflet and are expected to bring any concerns about safeguarding issues immediately to the attention of Heather Marshall, Safeguarding lead or Janet Saunders, Principal, in her absence.

The Academy’s Child Protection and related policies can be found on our website under policies:

www.fromevaleacademy.co.uk



**SAFEGUARDING GUIDANCE FOR STAFF,
VOLUNTEERS AND VISITORS WORKING
WITH CHILDREN.**

“Keeping Children Safe in Education” DfE
(2014)

This leaflet aims to safeguarding children in our school and reduce the risk of staff, volunteers and visitors being accused of improper or unprofessional conduct.

All staff in the Academy, whether paid or voluntary, in teaching or support roles, have a crucial role to play in shaping the lives of children. They have a unique opportunity to interact with children in ways that are both affirming and inspiring.

Staff are in a position of trust and have a duty to keep children safe and to protect them from neglect and physical and emotional harm. Safeguarding incidents could happen anywhere and staff should be alert to possible concerns being raised in this school. This duty is in part exercised through the development of respectful, caring and professional relationships between staff and children.

THIS MEANS THAT STAFF WILL:

- Act, and be seen to act, in the child's best interest;
- Avoid contact which may lead any reasonable person to question the motivation and intentions;
- Take responsibility for their own actions and behaviour;
- Understand the responsibilities which are part of their employment or role, and beware that sanctions will be applied if these provisions are breached;
- Raise concerns directly with the Designated Safeguarding Lead (DSL) Heather Marshall.

Staff should not establish or seek to establish social contact with the purpose of securing a friendship.

If a child seeks to establish a friendship, the member of staff should exercise his/her professional judgement in making a response and be aware that such social contact should be misconstrued.

THIS MEAN THAT STAFF MUST:

- Be aware that even well intentioned social or physical contact may be misunderstood by a child, by an observer or by anyone to whom the action may be described;
- Always follow the management procedures for obtaining prior approval for any planned social contact with children;
- Always be prepared to explain actions and accept that all physical and social contact will be open to scrutiny;
- Never indulge in horse-play, tickling, fun fights or any similar physical contact.

There are occasions when it is entirely appropriate and proper for staff to have physical contact with children but it is crucial the staff only do so in ways that are appropriate to their profession role.

THIS MEANS THAT STAFF WILL:

- Consider the needs and circumstances of the child;
- Ensure there is visible access and/or an open door;
- Inform other staff of the meeting beforehand, assessing the need to have them present or close by;
- Always report to their line manager and situation where a child becomes upset, distressed or angry;
- Consider the need to make a written note of the meeting;
- Inform the Designated Safeguarding Lead, Heather Marshall, if there are any concerns about a member of staff in school.

This guidance has been produced to help supply staff and volunteers establish the safest possible play, learning and working environments for our children and young people. It should also be read by all visitors to our Academy so that they clearly understand the importance we place on safeguarding the welfare of our children.

You should be familiar with the Academy's child protection policy, procedures and arrangements and understand your responsibilities in order to safeguard and protect our children and young people, details of which are displayed in the safeguarding board in the staffroom or on the school website..