

Safeguarding policy 2024-25

Version 04

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Get more information about this document

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Safeguarding policy



Shirley Heath Junior School

This is a core policy that forms part of the induction for all staff and governors. It is a requirement that all members of staff have access to this policy and sign to say they have read and understood its contents.

Date written	September 2024
Date of last update	September 2023
Date agreed and ratified by governing body or management committee	September 2024
Date of next full review	September 2025

This policy will be reviewed at least annually and/or following any updates to national and local guidance and procedures.

Key contacts

	Name	Contact details [Email address] [Telephone]
Headteacher or equivalent	Mrs Kara Evans	s46kevans@shirley-heath.solihull.sch.uk
Designated safeguarding lead (DSL)	Mr Matthew Taylor	s46mtaylor@shirley-heath.solihull.sch.uk 0121 744 1339
Deputy designated Safeguarding lead	Mrs Kara Evans	s46kevans@shirley-heath.solihull.sch.uk
	Mrs Geraldine Mills	s46gmills@shirley-heath.solihull.sch.uk
	Mrs Amy Neale	s46aneale@shirley-heath.solihull.sch.uk

Senior mental health lead	Mrs Kara Evans	s46kevans@shirley-heath.solihull.sch.uk
Safeguarding governor or equivalent	Mrs. Phillipa Liversidge	g46pliversidge@shirley-heath.solihull.sch.uk 0121 744 1339
Designated teacher for looked after and previously looked after children	Mr Matthew Taylor	s46mtaylor@shirley-heath.solihull.sch.uk 0121 744 1339

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Child-focused approach to safeguarding

Introduction

The purpose of this policy statement is:

- to protect children and young people who attend Shirley Heath Junior School from harm;
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to safeguarding.

This policy applies to everyone.

Policy context

This policy is derived from a variety of legislative provisions and statutory guidance. In particular, it is based upon the requirements and best practice outlined in:

- Keeping Children Safe in Education 2024 (KCSIE)
- Working Together to Safeguard Children 2023 (WTSC)
- Ofsted: Education Inspection Framework' 2024
- Framework for the Assessment of Children in Need and their Families 2000
- Solihull MBC Safeguarding Children Procedures
- Early Years and Foundation Stage Framework 2023 (EYFS)
- Digital and technology standards for schools and colleges (2023)

Section 175 of the Education Act 2002 requires school governing bodies, local education authorities and further education institutions to make arrangements to safeguard and promote the welfare of all children who are pupils at a school, or who are students under 18 years of age. Such arrangements will have to have regard to any guidance issued by the Secretary of State.

Shirley Heath Junior School 's policy reflects these duties and complies with our funding agreement and articles of association.

Safeguarding statement

Shirley Heath Junior School recognise our statutory responsibility to safeguard and promote the welfare of all children. Safeguarding is everybody's responsibility and all those directly connected (staff, volunteers, governors, leaders, parents, families, and learners) are an important part of the wider safeguarding system for children and have an essential role to play in making this community safe and secure.

Shirley Heath Junior School believe that the best interests of children always come first. All children (defined as those up to the age of 18) have a right to be heard and to have their wishes and feelings taken into account and all children regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.

Shirley Heath Junior School recognises the importance of providing an ethos and environment within school that will help children to be safe and to feel safe. In our school children are respected and are encouraged to talk openly. We will ensure children's wishes and feelings are taken into account when determining what safeguarding action to take and what services to provide.

Our core safeguarding principles are:

Prevention: positive, supportive, safe culture, curriculum and pastoral opportunities for children, safer recruitment procedures.

Protection: following the agreed procedures, ensuring all staff are trained and supported to recognise and respond appropriately and sensitively to safeguarding concerns.

Support: for all learners, parents and staff, and where appropriate specific interventions are required for those who may be at risk of harm.

Working with parents and other agencies: to ensure timely, appropriate communications and actions are undertaken when safeguarding concerns arise.

Education providers may wish to insert their mission statement or vision and values in line with their procedures for other policies. The safeguarding policy statement should also be referenced within your child protection policy.

Safeguarding policies and procedures

We have a number of policies and procedures in place that contribute to our safeguarding commitment, including our child protection policy which can be viewed in the policies section on our website.

Policies, procedures and requirements	Where you will find the policy/procedure
<p>Child protection (including online safety, low level concerns policy and child-on-child abuse as required by KCSIE '24)*</p> <p>Looked after and previously looked after children – designated teacher*</p> <p>Pupil premium statement*</p> <p>Mental health and wellbeing</p>	<p>W:drive/policies website</p> <p>W:drive/policies</p> <p>Website</p> <p>W:drive/policies</p>
<p>Equality information and objectives*</p> <p>Special educational needs and disabilities*</p> <p>Accessibility plan*</p>	<p>W:drive/policies</p> <p>W:drive/policies website</p> <p>W:drive/policies website</p>
<p>Premises management documents*</p> <p>Healthy and safety*</p> <p>Risk assessments*</p> <p>First aid*</p> <p>Lettings</p>	<p>W:drive</p> <p>W:drive/policies</p> <p>W:drive/risk assessments</p> <p>W:drive/policies office</p> <p>W:drive/policies office</p>

Attendance	W:drive/policies
Behaviour in schools (which should include measures to prevent bullying, including cyberbullying, prejudice-based and discriminatory bullying)*	W:drive/policies website
Behaviour principles written statement*(maintained)	W:drive
Exclusions*	Office/SIMS
Online safety (including how school is meeting the filtering and monitoring requirements of the Digital and technology standards for schools)	W:drive/policies
Acceptable use of social media	W:drive/policies
Mobile and smart technology	W:drive/policies
Data protection and information sharing*	W:drive/policies
Protection of biometric information*	W:drive/policies
Children with health needs who cannot attend school*	W:drive/policies
Supporting children with medical conditions in school/Medicines in school*	W:drive/policies
Personal and intimate care	W:drive/policies

Staff discipline, conduct and grievance (procedures for addressing)*	W:drive/policies
Staff behaviour/code of conduct (including reference to low level concerns, managing allegations against staff and whistleblowing, acceptable use of technologies (including the use of mobile devices), staff/pupil relationships and communications including the use of social media policies as required by KCSiE '24)	W:drive/policies
Statement of procedures for dealing with allegations of abuse against staff*	W:drive/policies
Safer recruitment	W:drive/policies
Single central record of recruitment and vetting checks*	office
Visitors' protocol	office
Governor code of conduct	W:drive/policies
Governor training record	office
Early years foundation stage*	N/A
Relationships and sex education*	W:drive/policies
Drug and alcohol education/managing substance related incidents	W:drive/policies
Educational visits	W:drive/policies

School complaints*	W:drive/policies
Whistleblowing*	W:drive/policies
Confidentiality	W:drive/policies

Appendix 1: Lettings checklist for providers using the school site

School and college safeguarding policies should set out the arrangements for individuals coming onto their premises, which may include an assessment of the education value, the age appropriateness of what is going to be delivered and whether relevant checks will be required.

KCSIE 2024

Name of school providing the letting:

Name of provision letting:

Agency/Sector (e.g.: education, early years, childcare, over 8 years play work, health):

Owner of Provision (name and signature):

Manager of Provision (name and signature):

Confirmation of safeguarding arrangements for letting agreements

Designated member of staff for child protection	YES	NO
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*Please amend this list to reflect your setting's policies and procedures. Further information about the policies/requirements that are statutory can be found [here](#) or [here](#). These are marked with an * in the table above. Although some of the policies identified above are not statutory, there is an expectation that the subject matter is referenced within other policies for example the school's approach to anti-bullying (child-on-child abuse) may be included within the behaviour and child protection policies. Similarly, online safety may be threaded through a number of policies.*

Name of designated member of staff		
Designated member of staff has attended the Solihull Safeguarding Children Partnership training for designated members of staff for child protection (module 2 multi-agency working, and child criminal exploitation, early help and neglect modules). In addition regular updates take place at least annually to ensure knowledge, skills and understanding are refreshed.	YES If yes, date attended:	NO
All staff, volunteers, committee members and students have been trained in safeguarding awareness which focuses strongly on child protection and is refreshed on a three year basis. In addition regular updates take place at least annually to ensure knowledge, skills and understanding are refreshed.	YES If yes, date attended:	NO
Have all staff read and understood Chapter 1 of Keeping Children Safe in Education?	YES	NO
Does the setting have clear procedures for vetting visitors and a visitor record book for signing in and out?	YES	NO
Does the setting have an effective child protection policy and procedures in place (including a clearly mapped referral process and clear escalation process) which has been shared and read by all staff?	YES	NO
Are there procedures in place to ensure new staff / volunteers / committee members Are inducted to the child protection policy and procedures by the Designated Member of staff for child protection? Receive child protection awareness training within 12 weeks of appointment?	YES	NO
Are staff and leaders clear on how to act in the event of specific safeguarding concerns particularly how to act to safeguard pupils who are at risk of or experiencing child criminal and sexual exploitation, peer on peer abuse (including bullying, physical abuse, sexual violence and sexual harassment, sexting, upskirting, initiation/hazing type violence and rituals), contextual safeguarding, missing children, female genital mutilation (FGM) and radicalisation or violent extremism?	YES	NO
Does the provision have an up to date safer recruitment policy and procedures which are applied to every appointment?	YES	NO
Has the chair of each recruitment panel attended safer recruitment training in line with Solihull SSCP requirements?	YES	NO
Does the setting maintain a single central record for all staff, the manager and the owner, which confirms that they are suitable to work with children – including a relevant qualifications check and children's workforce DBS check (in line with SMBC model SCR)?	YES	NO

Have relevant staff been asked the question around childcare disqualification and have leaders taken appropriate action?	YES	NO
Does the provision have a managing allegations policy and procedures in place which are understood by all including dealing with allegations against the manager/owner?	YES	NO
Have leaders who manage allegations against staff read chapter 4 of keeping children safe in education	YES	NO
Have leaders involved in managing allegations attended SSCP managing allegations training?	YES	NO
Does the provision have a whistleblowing policy and procedures in place which is clearly understood by all?	YES	NO
Does the provision have a health and safety policy and clear risk assessments in place and clear processes to manage risk?	YES	NO
Have all staff attended health and safety awareness training?	YES	NO
Does the provision have clear fire evacuation procedures and regular fire drill practice?	YES	NO
Is the provision registered with Solihull environmental health? Do staff receive appropriate environmental health training (eg: food handling)?	YES	NO
Does the provision have clear confidentiality procedures in place including secure storage of confidential information?	YES	NO
Does the provision have an online safety policy and protocols to ensure the safety of children and young people?		
Has your club/organisation achieved Clubmark status?	YES If yes, when?	NO
If no, is your club/organisation working towards Clubmark?	YES	NO
Is your club/organisation affiliated to a governing body?	YES If yes, please state which governing body	NO
Does your club/organisation access any local forums?	YES Please state	NO
Further guidance:		

<u>After-school clubs, community activities and tuition: safeguarding guidance for providers - GOV.UK (www.gov.uk)</u> <u>Introductory guide to safeguarding and child protection NSPCC Learning</u> <u>Safer sports events training NSPCC Learning</u>		
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