



## The Petchey Academy

# Safeguarding Summary

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All adults who come into contact with our students in their work have a statutory duty of care to safeguard and promote their welfare. This guidance applies to all adults, including volunteers working in or on behalf of the academy.

Safeguarding children goes much wider than simply protecting them from neglect and abuse. It is also about keeping them safe from accidents, crime, bullying and actively promoting their welfare in a healthy and safe environment.

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### The Designated Safeguarding Lead [DSL] is Sonia Sinclair (Vice Principal)

#### Safeguarding team include:

Amelia Aiken	Assistant Vice Principal
Linda Buchan	Behaviour Consultant
James Evans	Assistant Vice Principal
Rose Ferguson	Student Wellbeing Manager
Laura Rowland	Behaviour Coordinator
Robert Winter	Year 11 Lead
Nicola Webb	Renaissance Admin Support

Trudy Kilcullen	Safeguarding Governor
Peter Blackwell	Safeguarding Governor
PC Joy Sivaj	Safer School's Police Officer



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### How to make a safeguarding referral

If you consider a child to be in **immediate** danger please record your concern on Safeguard and then speak immediately to the DSL or a member of the safeguarding team.

If you see or hear anything that concerns you with regard to child safety and you would like to report a safeguarding concern please do so using **SafeGuard** (please see James Evans if there are any issues logging into your account). If you are still unable to login, please speak to a member of the safeguarding team about your concern. SafeGuard is accessed by all members of the safeguarding team. **Do not e-mail members of the safeguarding team using their own academy e-mail addresses.**

If you are a parent, governor, volunteer or visitor to the Academy then please ask to speak to a member of the safeguarding team.

**We do not have a threshold of concern that referrals must meet - nothing is too small to report.**



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Outside of normal Academy hours and if no one is available please contact **Hackney First Access and Screening Team (FAST)** on **020 8356 5500 (9am – 5pm)** or **020 8356 2710 (outside of office hours)**.

### Possible triggers for safeguarding concerns

<p>Poor attendance</p> <p>Unexplained persistent absences Refusal to attend school</p> <p>A drastic change in behaviour and/or appearance</p> <p>Poor personal hygiene and/or unwashed or damaged clothing</p> <p>Inappropriate sexualised conduct of language</p> <p>Self-harm (including eating disorder), self-mutilation or suicide threats</p> <p>Bruising or marks on any part of the body, including bite marks</p> <p>A large number of scars or scars of different sizes and ages</p> <p>Burns that could be caused by cigarettes and/or scalding</p> <p>Inappropriate use of internet sites</p> <p>An anxious unwillingness to remove clothes for P.E or sports events</p> <p>A female relative or friend undergoing a procedure (FGM)</p> <p>Talking positively about dangerous groups or spending time with people or on social media promoting anti-social or violent behaviour</p>	<p>Failure of parents/carers to meet the basic and essential needs; adequate food, clothes, shelter, hygiene and medical care</p> <p>Failure to protect a child from harm or discrimination</p> <p>Parents who do not engage with the Academy or attend meetings/parents evenings</p> <p>Parents/carers involved in substance abuse</p> <p>Child left with adults who are intoxicated or violent</p> <p>Child abandoned or left alone for excessive periods of time</p> <p>Child witnessing and/or living with domestic violent</p> <p>Female students talking about taking a long holiday abroad to visit family or a relative visiting for a special occasion or ceremony to 'become a woman' or get ready for marriage (FGM)</p> <p>Being secretive or refusing to talk Refusing to talk to people from certain countries</p> <p>Being rude, aggressive or violent towards a particular group of people.</p>
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**These lists are not exhaustive.**



## The Petchey Academy

# It could happen here!

### Do's and Don'ts of dealing appropriately with student disclosures

<u>Do</u>	<u>Don't</u>
<ul style="list-style-type: none"><li>- Listen to the student attentively</li><li>- Make notes later if this will help you to retain some key facts.</li><li>- Inform the student that you have to share the disclosure with the senior member of staff responsible for student care.</li><li>- Share your concerns, even if in doubt with the DSL or member of the Safeguarding team</li><li>- Do reassure the student that the senior staff will try to help</li><li>- In an emergency, with no one else available, contact Hackney FAST on the number above.</li><li>- Contact the Police if unable to contact staff above or Hackney FAST</li><li>- <b>Any disclosure of Female Genital Mutilation (FGM) must be reported immediately to the Police – it is your legal duty to do so.</b></li></ul>	<ul style="list-style-type: none"><li>- Do not panic</li><li>- Do not delay</li><li>- Do not ask leading questions</li><li>- Do not take notes during the disclosure</li><li>- Do not make judgements.</li><li>- Do not mention child protection or safeguarding to the student.</li><li>- Do not promise to keep the information to yourself.</li><li>- Do not discuss the disclosure with anyone other than the DSLs</li><li>- Do not attempt any investigation into the allegation.</li><li>- Do not contact parents/carers.</li><li>- Do not enter into agreements which are inappropriate e.g. offer to be on call or make promises which you can't keep "you won't have to go home today".</li></ul>

### Advice to support adults to protect themselves

Children and young adults trust you because of your position, it is important that we never betray that trust.

- Adults who work with children are responsible for their own actions and behaviour and should avoid any conduct which would lead to questions regarding their motivation and intentions.
- Adults concerned about a child's behaviour or attention towards themselves or another member of staff should discuss this concern with the DSL.
- Adults should work and be seen to work in an open and transparent way.
- High professional standards should always be applied regardless of culture, disability, gender, language, racial origin, religious belief and/or sexual identity.



## The Petchey Academy

- Adults **must** report any behaviour of colleagues that breach safeguarding policy.

### **The role of the DSL**

#### **Referrals**

- Refer cases of suspected abuse or allegations to the relevant investigating agencies
- Act as a source of support, advice and expertise when deciding whether to make a referral by liaising with relevant agencies.
- Liaise with the Principal to inform her of any issues and on-going investigations.

#### **Training ; students and staff**

- Ensure the curriculum covers various aspects of student safety at regular points throughout the year;
- Annual review of anti-bullying policy with student and parent contribution;
- Monitor report and take action on aspects of student safety;
- Ensure that all students have at least adult (tutor in the first instance) to whom they can communicate any concerns;
- Ensure each member of staff/volunteer has access to and understands the school's child protection policy;
- Ensure all staff receive induction training covering child protection and are able to recognise and report any concerns immediately as they arise;
- Be able to keep detailed accurate secure written records of referrals and/or concerns;
- Have a working knowledge of how Local Safeguarding Children's Boards (LSCB) operate and conduct child protection case conferences and contribute effectively when required to do so.

#### **Awareness**

- Work with the Governing Body and the Child Protection Governor to ensure the Academy's safeguarding policy is updated and reviewed annually;
- Ensure parents see the safeguarding policy;
- Where children leave the academy, ensure their child protection file is copied and sent to the new establishment as soon as possible.

### **Policy**

Staff must be fully aware of all policies related to safeguarding including;

- Safeguarding Policy with includes Child Protection Policy
- Staff Behaviour Policy (Code of Conduct)
- The Role of the Designated Officer

Other relevant policies include;

- Online Safety Policy, including Mobile Phone Policy
- Anti-Bullying Policy
- Behaviour Policy



## The Petchey Academy

These policies are available on the website and the Safeguarding section on the eXchange.