

## **Information for parents/carers re safeguarding and child protection policy**

Inscape House school recognises our moral and statutory duty to safeguard and promote the welfare of children and young people.

We will endeavour to provide a safe and welcoming environment where pupils/students feel safe, respected and valued.

We will be alert to the signs of abuse and neglect and will follow procedures to ensure that our pupils/students receive effective support and protection.

We have put together this booklet to help parents/carers to understand how we meet our safeguarding and child protection responsibilities.

We have also included some suggestions to help you keep your child safe.

Yours faithfully

Sara Bayley  
Headteacher

**Our Headteacher is:**

Sara Bayley  
Telephone: 0161 283 4750  
Email: [sara.bayley@togethertrust.org.uk](mailto:sara.bayley@togethertrust.org.uk)

**Our Designated Safeguarding Officer for Child Protection is:**

Sara Bayley, Head teacher supported by  
Laura Fishenden, Head of Pastoral Care and Support  
Telephone: 0161 283 4750  
Email: [laura.fishenden@togethertrust.org.uk](mailto:laura.fishenden@togethertrust.org.uk)

**Our nominated School Governor for Safeguarding is:**

Karen Kilkenny  
Telephone: 0161 283 4750

If you have any questions about this booklet or would like to see our full Safeguarding Policy, please contact the school office or go to the school web site: [www.togethertrust.org.uk](http://www.togethertrust.org.uk)

If you are concerned about the safety or welfare of your child or a child you know, you should act without delay.

You can ask for advice, or report your concern to your local authority

**If the concern regards a member of school staff then your concern must be made only to the head teacher.**

Sometimes people worry that their suspicions may be wrong or that they are interfering unnecessarily. If you wish, you can telephone for advice without identifying the child. If you then think that you have the right to be concerned you can then give the child's details. You will be asked for your name and address too.

Remember it is always better to be safe than sorry.

**In school we keep children and young people safe by:**

- Having an up to date Child Protection / Safeguarding Policy.
- Having other safeguarding policies such as Anti Bullying, Internet safety and Intimate Care.
- Adhering to health and safety regulations.
- Appointing a designated person who has additional training in child protection / safeguarding.
- Checking that all staff are safe to work with children and young people.

- Training staff to recognise and respond to welfare concerns.
- Sharing information with appropriate agencies if we have concerns.
- Working in partnership with parents / carers.
- Encouraging pupils / students to tell us if something is wrong.
- Training pupils / students in personal safety.

### **Complaints procedure**

There may be an occasion when you need to tell us that something has gone wrong.

If you have a serious concern about the safety or welfare of your child or another pupil it can be dealt with under our safeguarding/child protection procedures. All other complaints, including those that may raise concerns pointing to poor practice by a member of staff, will be dealt with firstly through the complaints procedure.

You should take any serious concerns about the behaviour of a staff member directly to the Headteacher.

Examples of serious concerns include those involving violence, anything of a sexual nature or persistent bullying or humiliation.

### **Internet and mobile Phone safety**

Mobile phones and computers are a part of everyday life for many children and young people. Used correctly, they are an exciting source of communication, fun and educational. Used incorrectly or in the wrong hands they can be threatening and dangerous.

The risks include:

- Cyber bullying - where hurtful texts or emails are sent to children
- Children accidentally or deliberately accessing violent or sexually explicit websites, either on a computer or mobile phone
- Pedophiles talking to children by mobile phone or online and enticing them to engage in sexual conversations, photographs, video or actual meetings

It is probably not practical to simply ban your child from using mobiles and computers as they may find other ways of using them. They need to learn how to manage the risks. Recently you will have received a letter from us explaining some restrictions we have put in place around pupils bring mobiles devices into school

Here are some tips to help you manage the risks:

- Try to put the computer in a family room where it will be easier for you to supervise your child's online activity
- Make sure your child knows they should never give their full name, address and contact details to people they chat to on the internet

- Help them to understand that some people may not be who they say they are and may do or say unpleasant things
- Use the parental controls on your computer
- Make sure your child knows that they can talk to you if they are worried about anything they have seen or heard online
- Make it very clear that they must not arrange to meet someone they have chatted to online without your permission/support.

For further help and advice, visit:

Child exploitation and online protection centre [www.ceop.gov.uk](http://www.ceop.gov.uk)  
 Stop it now [www.stopitnow.org.uk](http://www.stopitnow.org.uk)  
 Internet watch foundation [www.iwf.org.uk](http://www.iwf.org.uk)

**Our IT teacher is CEOP trained and is happy to provide parents with help and training**

### **If you think your child is being bullied**

We define bullying as being ...

Behaviour that is deliberate repeated more than once and is designed to be hurtful.

Bullying is not just about hitting, it may also include name calling, threats, taking belongings, intimidation or making unkind or abusive remarks.

We recognise that some children may not recognise bullying in themselves or others and therefore support them to learn what bullying is and what to do about it.

We encourage pupils/students to talk to someone about what is happening so that we may support them.

If your child tells you that they are being bullied, encourage them to tell school staff or ask their permission to talk to school staff. Try to help them to understand that the bullying will not stop whilst it is kept secret.

As soon as we know, we will follow our anti-bullying procedures to stop it.

Our anti-bullying procedures include supporting both the children who are bullied and the children who bully.

Please talk to us if you think your child needs some help.

**New aspects of safeguarding** are emerging in our fast changing world. We are becoming increasingly used to being vigilant about safety online, using mobile phones, tablets or computers. We are increasingly aware of the dangers of some social media, online bullying and grooming.

More recently we need to increase our vigilance over two further areas of possible concern. In recent times, there has been an increase in the **radicalisation of young people** often through the internet but not exclusively. This can take many forms.

As a school, we promote the essential British values of democracy, tolerance and the rule of law. This is embedded in our curriculum and teaching. Any concerns raised with us about radicalisation will be treated seriously and referred in a similar way to other safeguarding concerns except directly to the police. For more information, see [www.preventforschools.org](http://www.preventforschools.org) . Another area of concern is **FGM (Female Genital Mutilation)** which has been illegal in this country for some time. Again, if any concerns over this matter are raised with the school, we will take this seriously and this matter will be referred to the police.

Young people can witness **domestic violence and abuse in the home**. This can have a significant effect upon their well-being and mental health. Local authorities and other service partners are working together to high light the issues surrounding this area of concern. There are a surprising number of incidents across the country. This could affect our children and young people. Any incident recorded that has been witnessed by children or young people will be communicated to the school by the police as soon as possible to make sure that appropriate actions and support are taken. As domestic violence can profoundly affect young people who are able to express themselves, how much more must it affect our young people who have great challenges in their communication and understanding. This is another matter which requires our increased vigilance, as a school and we will make every effort to support our children and young people who may need support, please note that there is a national 24 hour helpline **0808 2000 247** to call if you have any concerns or if you are affected by domestic violence.

Thank you for taking the time to read this.

### **Additional Information**

The government has launched a new online resource for schools to give parents advice on preparing their children for adult life. The new online service, called [Parent Info](http://parentinfo.org), and will give parents information they need to help them navigate the minefield of issues children can now face on everything from spotting the warning signs of self-harm, to having a healthy body image and managing money in a digital world. As well as giving them the confidence and support to speak to their children on such sensitive issues, it will also provide them with pathways for where they can go for more hands on support on specific issues. 1 in 5 parents say they currently feel ill-equipped to keep their children safe on the internet.

<https://www.gov.uk/government/news/hundreds-of-schools-sign-up-for-first-ever-national-safety-tool>

**See also:** <http://parentinfo.org/>

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/300167/FGM\\_leaflet\\_v4.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/300167/FGM_leaflet_v4.pdf)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/97976/prevent-strategy-review.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/97976/prevent-strategy-review.pdf)

## **What we will do if we have any concerns about your child**

We will act according to our policies regarding child protection. These policies comply with statutory responsibilities and are designed to support pupils, families and staff.

They are based on the principle that the welfare of the child is the most important consideration.

In most circumstances we will talk to you about our concerns. We may tell you that we need to refer our concerns to Social Services.

If we think that speaking to you about our concerns may in some way increase the risk for your child, we will report our concerns to the Social Services and take advice from them.

All records regarding Child Protection are kept separately from the child's general school file/records. The only staff who have access to these records are those who need to know about the concern (s) in order to protect and support your child.

We appreciate that child protection and safeguarding is a very sensitive issue and it raises many questions and a range of strong emotions.

We will do everything we can to support our pupils/students in being safe and staying safe.