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## All Saints Catholic High School Safeguarding Policy

This policy is based on the Department for Education's statutory guidance, Keeping Children Safe in Education DfE 2021 and Working Together to Safeguard Children DfE 2018, and the Governance Handbook. We comply with this guidance and the procedures set out by our local safeguarding children board.

**Mission Statement :** <https://www.allsaints.sheffield.sch.uk/our-ethos/>

All Saints Catholic High School recognises that safeguarding encompasses the duties of child protection and promoting the rights and welfare of children. As such:

- It is everyone's responsibility to safeguard children
- Everyone who comes into contact with children and families has a role to play
- Everyone working with children should make sure the approach is child centred and at all times should consider what is in the best interests of the child

At All Saints Catholic High School, we believe:

- Schools can contribute to the prevention of abuse.
- All children have the right to be protected from harm.
- Children need support which matches their individual needs, including those who may have experienced abuse.
- Children need to be safe and feel safe in school.

Specifically, these responsibilities apply to all staff, governors and volunteers working in the school, to contractors, supply staff and visitors during any interactions they may have with children.

All Saints Catholic High School will fulfil local and national responsibilities as laid out in the following documents: -

- **KCSIE 2021**  
[https://www.allsaints.sheffield.sch.uk/wp-content/uploads/2021/09/Keeping\\_children\\_safe\\_in\\_education\\_2021.pdf](https://www.allsaints.sheffield.sch.uk/wp-content/uploads/2021/09/Keeping_children_safe_in_education_2021.pdf)
  - **Working Together to Safeguard Children**  
<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>
  - **Statutory guidance on children who run away or go missing from home or care**  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/307867/Statutory\\_Guidance\\_-\\_Missing\\_from\\_care\\_3\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/307867/Statutory_Guidance_-_Missing_from_care_3_.pdf)
  - **What to Do if You Are Worried a Child is Being Abused - Advice for Practitioners**  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419604/What\\_to\\_do\\_if\\_you\\_re\\_worried\\_a\\_child\\_is\\_being\\_abused.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf)
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- **Information sharing** - Advice for practitioners providing safeguarding services to children, young people, parents and carers  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/721581/Information\\_sharing\\_advice\\_practitioners\\_safeguarding\\_services.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/721581/Information_sharing_advice_practitioners_safeguarding_services.pdf)
  - Sheffield Safeguarding Children Board Procedures
  - Children Act 1989 (as amended 2004 Section 52)
  - Education Act 2002 s175/s157
  - The Teachers Standards' 2012
  - The Counter-Terrorism and Security Act 2015 (section 26 The Prevent Duty)

General School Procedures are in the Procedures Appendices which also includes the Individual school procedures for All Saints school at Appendix Four – this document is available from school.

# How All Saints safeguards students

## Safe inclusive learning environment where students:

- Are respected
- Are protected from bullying & discrimination
- Can talk & express views, be listened to & get feedback
- Have their needs met & fulfil their potential
- Know how to get help
- Know when discussion is confidential
- Learn about online-safety, bullying, healthy relationships, abuse, neglect, exploitation

## Trained volunteers, staff & management:

- Clear safeguarding roles & responsibilities
- Onsite safeguarding induction & refreshers
- High quality SCSP basic & advanced staff training
- Regular DSL/D staff safeguarding updates of skills & knowledge

## Early help & support:

- Prompt identification & assessment of additional needs of all students & their family
- Ongoing support, planning & review
- Appropriate information sharing with students, families & agencies
- Prevent concerns from escalating

## Secure information access, storage & sharing:

- Following legislation & guidance
- IT filters & monitoring systems in place
- Explaining how, what & when information is shared
- Detailed, accurate & secure written records of discussions, decisions & actions, shared appropriately

## Safeguarding & promoting the welfare of children is everyone's responsibility:

- Protecting children from maltreatment
- Preventing impairment of children's mental & physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes

***A child is anyone under 18 years old***

**'Working Together to Safeguard Children',  
DfE 18**

**We are child-centred & we will always promote students' health, well-being, personal & emotional development.**

## Partnership with parents and carers:

- Open, honest, respectful relationship
- Comfort & privacy to talk & get advice
- Involvement & inclusion at all stages of student's education & care
- Understanding of culture & diversity
- Clear explanations & use of professional interpreters
- Up to date emergency contact details
- Information about our complaints procedure
- Support & signpost to adult services if vulnerable

## Safeguarding policies, procedures & guidance:

- Available publicly for students, families, staff
- Following national & SCSP guidance & arrangements
- Include staff/pupil behaviour & relationships & online communications
- Updated annually

## Safe recruitment & management practices:

- Ensure unsuitable people do not work with children
- Positive & open culture and environment
- Whistle-blowing process for staff concerns about organisational practice
- Report all allegations of abuse by staff, carers or volunteers

## Coordinated approach to concerns:

- Quick staff response to inform DSL/D about student concerns
- Timely referrals to Children's Social Care & Police where risk of significant harm exists
- Work with all agencies to support students & families through multi-agency meetings e.g. child protection conferences, plans & actions

If you have any concerns about a student at this setting please share this information with us straight away. Issues such as appearance, hygiene, behaviour, can be shared with teaching or support staff. Do not worry about reporting small matters – we would rather you tell us than miss a worrying situation.

**However, if you think that a student or an adult who cares for them has been or might be harmed; please talk to a member of our trained safeguarding team immediately (details below).**

You can ask any member of staff to find them and speak to you about a confidential and urgent matter.

If you are unhappy with the way we have dealt with something, please tell us. If you wish to report it to us formally, please use our complaints procedure or write directly to the Head Teacher or Chair of Governors.

A concern, allegation or disclosure of abuse involving someone working with children or adults in a paid or unpaid capacity **must** be reported directly to the Head Teacher, Principal or Senior Manager, unless it involves them and then it should be reported directly to the Chair of the Governing Body or Management Committee.

**Our Designated Safeguarding Lead and CLA Lead is:**

Name: **Sam Bell**

whose office is located on the Ground Floor in A Block

Tel. no 0114 2724851

**Our Designated Safeguarding Deputy is:**

Name: **David Stokes**

whose office is located on the Ground Floor in A Block

Tel. no 0114 2724851



**The Special Education Needs Co-Ordinator is:**

Name: **John Prosser**

whose office is located on the Ground Floor of A Block

Tel. no 0114 2724851



**Our Head Teacher is:**

Name: Sean Pender

whose office is located on the Ground Floor of A Block

Tel. no 0114 272 4851



**Our Safeguarding Governor is:**

Name: **Emily Parkin**

who can be contacted via Mrs Brady in school.

Her office is located on the Ground Floor of A Block.

Tel. no 0114 2743537

**Our Chair of Governors is:**

Name: **Andy Tucker**

who can be contacted via Mrs Brady in school.

Her office is located on the Ground Floor of A Block.

Tel. no 0114 2743537

## **COVID-19**

Keeping Children Safe in Education (KCSIE 2021) remains in force throughout the response to coronavirus (COVID-19).

The department has issued non-statutory interim guidance on safeguarding in schools, colleges and other providers during the coronavirus outbreak. This guidance supports governing bodies, proprietors, senior leadership teams and designated safeguarding leads to continue to have appropriate regard to KCSIE and keep their children safe. It suggests where schools and colleges might consider safeguarding policy and process differently when compared to business as usual.

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers>

The Department for Education (DfE) has also issued guidance on the full opening of schools.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Schools should consider revising their child protection policy (led by their Designated Safeguarding Lead) to reflect the return of more pupils. Schools must have regard to the statutory safeguarding guidance, keeping children safe in education.

Designated safeguarding leads/deputies (DSL/D) should be provided with more time, especially in the first few weeks of term, to help them provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children's social care and other agencies where these are appropriate, and agencies and services should prepare to work together to actively look for signs of harm.

Communication with school nurses is important for safeguarding and supporting wellbeing, as they have continued virtual support to pupils who have not been in school.

## Safeguarding concerns - flow chart for education settings

