

STAMFORD ACADEMY

Safeguarding Policy



The welfare of the child is paramount. All children, whatever their age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity, have the right to protection from abuse. All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately. All staff, volunteers, hosts, third-parties and Group Leaders working with children and vulnerable adults on behalf of Stamford Academy, whether paid or unpaid, have a responsibility to report concerns to the appropriate officer or designated person.

Terminology

'Safeguarding' - refers to reducing risk and providing appropriate general care for children and vulnerable adults.

'Child protection' -refers to protecting children from any kind of abuse.

Child - defined as a person under the age of 18 (The Children Act 1989).

LSCB - Local Safeguarding Children's Board

LADO - Local Authority Designated Officer

DBS - Disclosure and Barring Service

Safeguarding Officer/Designated Safeguarding Lead - Mr. Christopher Brock

Senior Members of Staff - Mr. Christopher Brock, Mrs. Janet Brock, Mr. Geoff Brock

Definitions of Abuse

- Abuse is a violation of an individual's human and civil rights by any other person or persons.
- Abuse may consist of a single act or repeated acts
- Abuse can be seen as an act of negligence or omission to act and may be the unintended consequences of a person's actions

The four main categories of abuse are listed below.

Physical abuse - includes hitting, slapping, pushing, kicking, misuse of medication, undue restraint, or inappropriate sanctions.

Sexual abuse - includes inappropriate physical contact, taking indecent images or sexual acts to which the child or vulnerable adult has not or could not consent, for the purpose of adult gratification.

Emotional abuse - includes threats of harm, abandonment, humiliation, verbal or racial abuse, isolation, persistent lack of affection, verbal bullying or cyber-bullying.

Neglect and acts of omission - includes failure to access medical care or services, negligence through risk-taking, failure to give prescribed medication, poor nutrition or lack of heating.

Sexual Offences Act 2003

It is important for all staff to understand that legislation covers 'Abuse of a position of trust' and considers all children under the age of 18 as minors in this case.

Abuse of position of trust is defined as 'causing or inciting a child to engage in sexual activity' and includes 'sexual activity in the presence of a child'.

Safeguarding Policy Statement

Stamford Academy will endeavour to meet, and where practicable exceed, its duty of care to all students. Where the student is under 18, the duty of care is likely to extend to taking the care that a reasonably prudent or careful parent would take of his or her children in the circumstances. Stamford Academy understands that under 18s from overseas may not have the same knowledge or experience of the UK as home students so may be more vulnerable to harm than home students of the same age. All children and young people regardless of age, culture, disability, gender, language, racial origin, religious beliefs and/or sexual identity have the right to protection from abuse, freedom from injury and a safe and healthy environment while in the care of the Academy.

Stamford Academy will ensure the safety and protection of all children and vulnerable adults enrolled on its programmes through adherence to the Safeguarding guidelines that we have adopted.

Policy Aims

The aims of this policy are:

- To provide children and young/vulnerable adults with appropriate safety and protection whilst in the care of Stamford Academy.
- To provide an environment in which children and vulnerable adults feel safe, secure, valued and respected, so they may approach adults if they are in difficulties, believing they will be effectively listened to.
- To allow all staff to make informed and confident responses to specific child protection issues
- To safeguard the welfare of students through positive measures
- To raise the awareness of all teaching and non-teaching staff of the need for safeguarding and of their responsibilities in identifying and reporting possible cases of abuse.
- To provide a systematic means of monitoring children and young/vulnerable adults thought to be at risk of harm and to ensure that we contribute to assessments of need and support for those in need.
- To emphasise the need for good levels of communication between all members of staff.
- To develop and periodically update procedures within the school which will be followed by all members of staff in case of suspected abuse.
- To develop and promote effective working relationships with other agencies where required, especially the Local Safeguarding Children's Board (Lincolnshire).
- To ensure that all staff working within our school that have access to children and young/vulnerable adults have been checked as to their suitability, including verification of their identity, qualifications and an Enhanced DBS check and a single central record is maintained.
- To ensure that any weaknesses identified in child protection and safeguarding are addressed without delay.
- To undertake an annual review with the Managing Director (Mr. Christopher Brock).

We aim to achieve this by:

- Making sure our staff are carefully selected.
- Providing appropriate training for staff in issues of child protection.
- Taking all reasonable steps to ensure the health, safety and welfare of any child or vulnerable adult in contact with Stamford Academy staff.
- Not physically, emotionally or sexually abusing any child or vulnerable adult in contact with Stamford Academy.
- Taking all reasonable steps to prevent any staff member, contractor or member of the public from putting any child in a situation where there is unreasonable risk to their health and safety.
- Taking all reasonable steps to prevent any staff member, contractor or member of the public from physically, emotionally or sexually abusing any child or vulnerable adult.
- Reporting to the appropriate manager or designated person any evidence or reasonable suspicion that a child or vulnerable adult has been physically, emotionally or sexually abused whilst in the care of Stamford Academy.
- Referring to statutory authorities any incidents of this nature reported to senior staff.
- Ensuring that all interested parties are aware of this policy and have access to copies.

Reporting Process

Awareness We will ensure that all staff, partners and other representatives are aware of the problem of child abuse and sexual exploitation and the risks to children. Children and their families will be made aware of the standards of behaviour that can be expected from our representatives and the procedures to follow to raise a concern.

Prevention We will ensure, through awareness raising and good practice, that staff and others minimise the risks to children. Staff and managers will create an environment where children's rights are respected and child abuse and sexual exploitation of children is prevented.

Reporting We will ensure that staff and others are clear as to what steps to take where concerns arise regarding the abuse and exploitation of children.

Responding We will ensure that action is taken to support, safeguard and protect children where concerns arise regarding their possible abuse and exploitation.

School and Staff

We will ensure that:

- All staff understand and fulfil their responsibilities
- A designated person responsible for safeguarding will undertake a Level 2 Safeguarding course every 2 years.
- All members of staff are provided with child protection awareness at induction, including the school Safeguarding Policy and Child Safeguarding Code of Conduct so that they know who to discuss their concerns with.
- All members of staff and volunteers know how to respond to a student who discloses abuse through child protection awareness training.
- All staff working at Stamford Academy will know the name of the Designated Safeguarding Lead/Safeguarding Officer (Mr. Christopher Brock) and will follow relevant child protection and Safeguarding Policy procedures.
- All staff have a duty to report any child protection concerns to the Safeguarding Officer/DSL.
- We will ensure that use of external sites where non-Stamford Academy staff members are in direct contact with children are risk assessed and that appropriate DBS checks have been carried out.
- We will ensure that child protection concerns are referred to the Local Area Designated Officer (LADO) for advice and that any member of staff found not suitable to work with children will be notified to the Independent Safeguarding Authority for consideration for barring following resignation or dismissal.
- Selected host families accommodating under 18s are required to complete an Enhanced DBS check and sign to say they have read and understood our Safeguarding Policy and Code of Conduct.

Designated Safeguarding Lead/Safeguarding Officer

There will be at least two senior members of staff who will take responsibility for Safeguarding:

- The Designated Lead/Safeguarding Officer (Chris Brock)
- Director of Studies (Geoff Brock)

Both will have received the appropriate level of training and will have the knowledge and skills in recognising and acting on child protection concerns.

They will act as a source of expertise and advice. They will be responsible for coordinating action internally and liaising with outside agencies.

Recruitment

All staff will be carefully selected, screened, trained and supervised. This is achieved by operating safe recruitment procedures in accordance with the requirements of ISA and the Disclosure and Barring Service. In addition those from external agencies (not employed by Stamford Academy) who have unsupervised contact with students under the age of 18 will have had the necessary checks made by their employer or other agency.

When employing staff Stamford Academy will:

- Carry out an Enhanced DBS check
- Ensure all applicants have read and signed their Declaration for Working with Minors form and confirm that they have read and understood Stamford Academy's Safeguarding Policy and its Child Safeguarding Code of Conduct
- Ask all staff to complete the online Child Awareness training
- Confirm identity to establish that applicants are who they claim to be (through official documents) and have the appropriate status to work in the UK
- Ensure that references are checked and that any gaps in previous employment history are accounted for.

If a DBS check is still being processed at the commencement of employment, Stamford Academy will restrict the responsibilities/duties that a member of staff may undertake and will risk assess as required.

Induction

All new members of staff will receive induction training, which will give an overview of Stamford Academy, its structure, ethos and services provided. They will understand their role in the organisation together with their responsibility to identify and confidentially report any suspicions of abuse.

All staff will be receive Safeguarding Awareness training to allow them to fulfill their responsibilities in respect of child protection effectively. This will be arranged through the Safeguarding Officer and will be reviewed annually.

External Suppliers

Written confirmation is required from the authorised representatives of all external suppliers who may have unsupervised contact with under 18s, e.g. taxi/coach companies to ensure that our students have the appropriate level of protection.

Student Welfare Induction

Following enrolment all students receive a welfare induction where they receive the appropriate information as follows:

- The names of the staff responsible for safeguarding
- Who to consult if they have a problem with their classes, accommodation or personal issues
- Curfew times where appropriate
- The School Code of Conduct
- The legalities relating to buying alcohol, visiting pubs, taking drugs etc.
- Following the induction they will receive an orientation tour of Stamford.

Homestay Accommodation

All host families are visited and assessed before they are able to accept a student, revisits take place bi-annually and further monitoring takes place by checking student evaluations where any concerns may be addressed by an interim visit. The appropriate DBS checks and Child Welfare declarations are made across our host family database and we ensure that under 18s are twinned together and not with over 18s. Students on junior courses are allocated to specifically selected host families. Students under the age of 16 will be allocated accommodation for a maximum of 28 nights. Hosts are provided with access to our Code of Conduct and Safeguarding Policy and must sign to say that they have read and understood the documents and processes.

Host families are provided with a guide on hosting overseas students and supporting documentation for hosting younger students.

Supervision and Curfews

- 16 and 17 year olds on adult courses must return home by 22.30 hours unless stipulated in the activity programme.
- For students over the age of 14 attending junior courses the curfew time is 21:30 hours unless otherwise agreed
- Under 18s on adult courses require a Liability Waiver to be signed by their parent/guardian.
- The minimum supervision ratio on all extra-curricular activities for under 18s is 1:10.
- The minimum supervision ratio for major town or city excursions for under 18s is 1:8.
- Students over the age of 14 residing in host accommodation provided by Stamford Academy within Stamford, will be expected to walk unsupervised to and from school in small groups or pairs during daylight hours.
- For Closed Group courses where an activities programme is included, unsupervised 'free-time' is allocated from time-to-time. In agreement with Group Leaders, students will be fully briefed on permitted locations, curfews and conduct expected during these periods. All students will be issued with a 24/7 emergency contact number and will be expected to remain within a designated area, in groups of 2 or more with access to a fully charged mobile phone until they are met by their Group Leader, host or member of Academy staff.

Confidentiality

The Company and its staff will ensure that all data about students is handled in accordance with the requirements of the law, and any national and local guidance. Any member of staff who has access to sensitive information about a child or the child's family must take all reasonable steps to ensure that such information is only disclosed to those people who need to know. Regardless of the duty of confidentiality, if any member of staff has reason to believe that a child may be suffering harm, or be at risk of harm, their duty is to forward this information without delay to the Safeguarding Officer. All child protection concerns are recorded and stored securely by the Safeguarding Officer.

Monitoring & Review process

The Managing Director is responsible for ensuring the annual monitoring and review of this policy.

Stamford Academy is committed to working in partnership with national and local agencies to maintain our policy and practice at the highest possible level.