

# TRUST SAFEGUARDING POLICY

*Potteries Educational Trust*



<b>Policy Family</b>	Student Experience
<b>Reference</b>	STE - 01
<b>Responsible Manager</b>	Safeguarding Lead for the Trust/Assistant Principal
<b>Approval Date</b>	8 October 2020
<b>Issue Number</b>	1
<b>Review Date</b>	September 2021

## Aim

The aim of this document is to ensure that the Potteries Educational Trust (PET) meets their statutory and moral duty to safeguarding and promoting the welfare of children and young people across the whole of the Trust.

## Scope

This policy applies to the PET, which includes a number of member and associate member organisations. Collectively the member organisations within the PET are referred to as the Trust.

## Policy

The Potteries Educational Trust has a statutory and moral duty to ensure that the Trust functions with a view to safeguarding and promoting the welfare of children and young people across the whole of the Trust. In doing so, appropriate liaison will take place with the police, social care, health services and other services to promote the welfare of young people as described in “*Working Together to Safeguard Children* 2015 and “*Keeping Children Safe in Education* 2020”. (KCSiE 2020). In addition, there will be a consistent approach to policy, dissemination and training and ensuring that safeguarding teams across the Trust work as a team.

### 1. Key roles and responsibilities regarding safeguarding

- 1.1 Each individual educational establishment will have a named designated senior member of staff with lead responsibility for Safeguarding. This person must be a member of the Senior Management Team. They will have a key duty to take lead responsibility for raising awareness within the staff of issues relating to the welfare of children and young people, and the promotion of a safe environment for young people learning within the education establishment.
- 1.2 A Deputy Designated Safeguarding Lead should be appointed in all educational establishments who has undertaken the same level of training as the DSL.
- 1.3 A specific job description for the roles of Designated and Deputy Safeguarding Lead should be in situ in all educational establishments.
- 1.4 Each educational establishment will have a named Link Governor for Safeguarding whose roles and responsibilities are laid out in the job role for Link Governor for Safeguarding.

## **2. Safeguarding and Child Protection Policy**

- 2.1 Each individual educational establishment will have an approved policy that meets the individual requirements of the age of the children/young people along with meeting the needs of the local area. The primary aim of these policies will be to keep the children and young people in their care safe, by providing a safe environment for them to learn and by helping to identify children and young people who are suffering or likely to suffer significant harm, so that appropriate support and action can be taken to keep them safe, both at home and in their educational establishment.
- 2.2 These policies will be approved by the Local Governing Body of each establishment ensuring that they have been updated according to statutory legislation.
- 2.3 These policies will be reviewed annually regardless of any changes to statutory legislation.

## **3. Reporting Processes**

- 3.1 A Trust wide report template will be implemented to ensure that Local Governing Bodies are in receipt of consistent information, data and emerging themes.
- 3.2 The Trust Board will receive a safeguarding report of key issues and themes emerging across the Trust

## **Legal Framework**

The Trust will fulfil their local and national responsibilities as laid out in the following documents:

‘Working Together to Safeguard Children’ (2018) which is statutory guidance to be read and followed by all those providing services for children and families, including those in education. The guidance is available via the following link:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/729914/Working\\_Together\\_To\\_Safeguard\\_Children-2018.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/729914/Working_Together_To_Safeguard_Children-2018.pdf)

“Keeping Children Safe in Education” (September 2020), which is the statutory guidance for Academies and Colleges. The guidance is available via the following link:

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

“What to Do if Worried a child is being Abused: Advice for Practitioners”. March 2015.

[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)

“Information Sharing: Advice for Practitioners providing Safeguarding Services to Children, Young People, Parents and Carers”. July 2018. The guidance is available via the following link:

[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)

“The Prevent Duty Departmental, advice for Academies and child care providers June 2015. The guidance is available via the following link:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/439598/prevent-duty-departmental-advice-v6.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/439598/prevent-duty-departmental-advice-v6.pdf)

<https://www.gov.uk/government/publications/prevent-duty-guidance/prevent-duty-guidance-for-further-education-institutions-in-england-and-wales>

“Sexual violence and sexual harassment between children in schools and colleges” May 2018

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/719902/Sexual\\_violence\\_and\\_sexual\\_harassment\\_between\\_children\\_in\\_schools\\_and\\_colleges.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/719902/Sexual_violence_and_sexual_harassment_between_children_in_schools_and_colleges.pdf)

Furthermore, we will follow the procedures set out by the Childcare Act (2006, as amended 2018) and the Stoke-on-Trent & Staffordshire Safeguarding Children’s Board:

<http://www.safeguardingchildren.stoke.gov.uk/ccm/portal/>

“Inspecting safeguarding in early years, education and skills settings” (updated September 2019), which is the Ofsted guidance for inspections. The guidance is available via the following link:

<https://www.gov.uk/government/publications/inspecting-safeguarding-in-early-years-education-and-skills/inspecting-safeguarding-in-early-years-education-and-skills>

Links will be made with other relevant guidelines, policies and procedures such as (but not limited to):

- Safer Recruitment Policy
- First Aid/Asthma and Medicines Education
- PREVENT Policy and Audit.
- E-Safety Policy
- Code of Conduct Visitors
- Equality and Diversity Policy
- Early Year Personal Care Positive Handling Policy and Procedures
- RSHE Plans
- Whistleblowing Policy
- Behaviour Policy
- Health & Safety Policy
- Anti-Bullying Policy
- EVOLVE Risk Assessments
- Safeguarding & Child Protection Policy 2020/21

### **Implementation**

Implementation of this Policy will be the responsibility of the Safeguarding Lead for the Trust, who will work with Designated Safeguarding Leads across the Trust.

### **Communication**

This policy will be circulated to appropriate staff across the Trusts academies and is also available on the Potteries Educational Trust website.

### **Monitoring**

The responsible manager named on the front of this policy is responsible for ensuring that this document is kept up to date and revised as appropriate, seeking Trust approval in advance of the review date so that a new version can be communicated to staff and stakeholders in a timely fashion.

### **Associated Information and Guidance**

Refer to legal documents references within the document.

### **Related Documents**

Refer to legal documents references within the document.