

SAFEG-01-SAFEGUARDING-00

1 INTRODUCTION

- 1.1 The Trust recognises its moral and statutory responsibility to safeguard and promote the welfare of all children. Safeguarding is everybody's responsibility and all those directly connected (staff, volunteers, Trustees, leaders, parents, families, and learners) are an important part of the wider safeguarding system for children and have an essential role to play in making this community safe and secure.
- 1.2 The Trust believes that the best interests of children always come first. All children (defined as those up to the age of 18) have a right to be heard and to have their wishes and feelings taken into account and all children regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.
- 1.3 The Trust recognises the importance of providing an ethos and environment that will help children to be safe and to feel safe. Students are respected and are encouraged to talk openly. The Trust will ensure children's wishes and feelings are taken into account when determining what safeguarding action to take and what services to provide
- 1.4 The Trust aims to provide staff and volunteers, as well as students and their families, with the overarching principles that guide its approach to safeguarding.
- 1.5 The Safeguarding Policy is a core policy that forms part of the induction for all staff. It applies to everyone. It is a requirement that all staff have access to this policy and sign to say they have read and understood its contents.
- 1.6 This policy is derived from a variety of legislative provisions and statutory guidance. In particular, it is based upon the requirements and best practice outlined in:
 - Keeping Children Safe in Education 2021 (KCSIE)
 - Working Together to Safeguard Children 2018 (WTSC)
 - Ofsted: Education Inspection Framework' 2021
 - Framework for the Assessment of Children in Need and their Families 2000
 - Solihull MBC Safeguarding Children Procedures
 - Early Years and Foundation Stage Framework 2021 (EYFS)
 - Section 157 of the Education Act 2002

2 ROLE OF TRUST BOARD AND COMMITTEES

The role of the Trust Board and Committees is detailed within each of the Safeguarding Policies listed below.

3 ROLE OF PRINCIPAL AND SENIOR LEADERSHIP TEAM

The role of the Principal and Senior Leadership Team is detailed within each of the Safeguarding Policies listed below.

4 CORE SAFEGUARDING PRINCIPLES

- **Prevention:** positive, supportive, safe culture, curriculum and pastoral opportunities for children, safer recruitment procedures.



- **Protection:** following the agreed procedures, ensuring all staff are trained and supported to recognise and respond appropriately and sensitively to safeguarding concerns.
- **Support:** for all learners, parents and staff, and where appropriate specific interventions are required for those who may be at risk of harm.
- **Working with parents and other agencies:** to ensure timely, appropriate communications and actions are undertaken when safeguarding concerns arise.

5 KEY CONTACTS

	Name	Contact details
Principal	Miss J Hughes-Williams	Telephone: 01676 535222 Email: office@heart-england.co.uk
Designated safeguarding lead (DSL)	Mr S Hawkes	
Deputy designated Safeguarding lead	Mr G Bennett Mrs G Theay	
Senior mental health lead	SENCO	
Safeguarding Trustee or equivalent	Mr M Halliday	

6 SAFEGUARDING POLICIES

Safeguarding has many aspects.

The Trust has the following policies which contribute to its safeguarding commitment. This is what the policies are called and where they can be found:

Policies, procedures and requirements	Where you will find the policy/procedure	
	On Website?	Internal Location
Child protection*	Y	U:\Staff Information\Policies\SAFEGuarding Policies and U:\Staff Information\Policies\EXAMS Policies
Looked after and previously looked after children	Y	U:\Staff Information\Policies\SAFEGuarding Policies
Pupil premium statement*	Y	U:\Staff Information\Policies\ SEND and PP Policies
Mental health and wellbeing	Y	U:\Staff Information\Policies\ SAFEGuarding Policies (in Child protection)
Equality information and objectives*	Y	U:\Staff Information\Policies\EXAMS Policies and U:\Staff Information\Policies\ SEND and PP Policies
Special educational needs and disabilities*	Y	U:\Staff Information\Policies\ SEND and PP Policies
Accessibility plan*	Y	U:\Staff Information\Policies\EXAMS Policies and U:\Staff Information\Policies\ SEND and PP Policies
Premises management documents*		
Health and safety*	Y	U:\Staff Information\Policies\HSaWE Policies and Safety Cloud 2
Risk assessments*	N	Safety Cloud 2
First aid*	N	U:\Staff Information\Policies\HSaWE Policies and Safety Cloud 2
Lettings	Y	U:\Staff Information\Policies\FINANce Policies
Attendance	Y	U:\Staff Information\Policies\HSaWE Policies
Behaviour management and use of physical intervention*	Y	U:\Staff Information\Policies\BEHAViour Policies
Behaviour principles written statement*	Y	U:\Staff Information\Policies\BEHAViour Policies
Exclusions*	Y	U:\Staff Information\Policies\BEHAViour Policies
Anti-bullying	Y	U:\Staff Information\Policies\BEHAViour Policies

Policies, procedures and requirements	Where you will find the policy/procedure	
	On Website?	Internal Location
Online safety	Y	U:\Staff Information\Policies\COMmunications and DAta Policies
Acceptable use of social media	N	U:\Staff Information\Policies\COMmunications and DAta Policies
Mobile and smart technology	N/A	
Data protection and information sharing*	Y	U:\Staff Information\Policies\COMmunications and DAta Policies
Protection of biometric information*	Y	U:\Staff Information\Policies\COMmunications and DAta Policies
Children with health needs who cannot attend school*	Y	U:\Staff Information\Policies\SAFEGuarding Policies
Medicines in school*	Y	U:\Staff Information\Policies\Health Safety and WEll being Policies
Personal and intimate care	Y	U:\Staff Information\Policies\Health Safety and WEll being Policies
Staff discipline, conduct and grievance (procedures for addressing)*	N	U:\Staff Information\Policies\STAFF Policies
Staff behaviour/code of conduct	N	U:\Staff Information\Policies\STAFF Policies
Statement of procedures for dealing with allegations of abuse against staff*	N	U:\Staff Information\Policies\STAFF Policies
Safer recruitment	N	U:\Staff Information\Policies\GOVERNance Policies
Single central record of recruitment and vetting checks*	N	U:\Administration\Personnel
Visitors' protocol	N	U:\Staff Information\Policies\Procedures for Policies
Trustee code of conduct	N	U:\Staff Information\Policies\GOVERNance Policies
Relationships and sex education*	Y	U:\Staff Information\Policies\CURRICulum Policies
Drug and alcohol education/managing substance related incidents	Y	U:\Staff Information\Policies\CURRICulum Policies
Educational visits	N	U:\Staff Information\Policies\CURRICulum Policies
School complaints*	Y	U:\Staff Information\Policies\STAFF Policies
Whistleblowing*	Y	U:\Staff Information\Policies\WHOLE School Policies
Confidentiality	N	U:\Staff Information\Policies\COMmunications and DAta Policies



7 AUTHOR

- 7.1 This policy is produced using the template provided by Solihull Metropolitan Borough Council.
- 7.2 The author of this policy is the Designated Safeguarding Lead. They should be contacted for any points of clarification or suggested future amendments.

8 VERSION CONTROL

Policy Number	SAFEG-01
Policy Name	Safeguarding
Version Number	00
Publication Method	External A copy must also be kept in U:\Staff Information\Policies\SAFEGuarding Policies
Approved by	Full Trust Board
Date of Approval	March 2022
Key changes since previous version	<ol style="list-style-type: none">1. Reformatting to current standards.2. Much detail transferred to the child protection policy.3. Use of the Solihull Safeguarding template to ensure accuracy and compliance
Next Review Date	October 2022