

APPENDIX B

Individual Academy Specific Details and Information	
Name of Academy	St. Andrew's C of E Primary School

This Policy was shared with the Academy Governance Committee (AGC) on:		10.9.20
Chair of Governors	Name: Cathy Armstrong	
	Signature: Cathy Armstrong	
	Date: 10.9.20	
Headteacher / DSL	Name: Ben Arnell	
	Signature: Ben Arnell	
	Date: 10.9.20	
Designated Safeguarding Deputy/s (DDSL)	Name: Chris Parfitt	
	Signature: Chris Parfitt	
	Date: 10.9.20	
	Name: Alan Reed	
	Signature: Alan Reed	
	Date: 10.9.20	
Designated Teacher for Looked After and Previously Looked After Children	Name: Sarah Leaker	
	Signature: Sarah Leaker	
	Date: 10.9.20	

REVISED September 2020
Date for Next Revision – September 2021

Relevant paragraph in policy	Paragraph/Page number
Introduction	<i>page 4 – 2.1</i>
Process for recording of concerns In our Academy we use MyConcern.	
Safeguarding Commitment	<i>page 10 – 3.1</i>
Pupil voice In our Academy [in addition to the areas mentioned in 3.3, we also provide a variety of opportunities to help gain ‘pupil voice’ such as protective behaviours, drawing and talking, school parliament ,well-being sessions, worry monsters and reflection time.	
Safeguarding in the curriculum	<i>page 6 – 3.3</i>
In our Academy we address all the areas mentioned in 3.3 through our ‘SRE scheme of work’	
Records, Monitoring and Transfer	<i>page 13 - 5</i>
Process for recording concerns (5.1) At our Academy the process is as stated above under – ‘Recording of Concerns’. 5.2 – hard copies and archived hard copies are kept in HT office locked securely. Review of child protection cases – meetings (5.3) At our Academy we record CP conferences through ‘my concern’.	
Designated Teacher for LAC / previously LAC and training	Looked after children and previously looked after children page 17 – 6.1.2
The current Designated Teacher is as stated on the first page of this Appendix B and they attended training on: September 2015 (regular PEPs ensure new and good practice maintained)	

Disclosure	<i>page 19 – 6.1.3</i>
<p>Process for recording concerns (6.1.3)</p> <p>At our Academy the process is as stated above under – ‘Recording of Concerns’</p>	
Other Relevant Policies	<i>page 20 – 8.1</i>
<ul style="list-style-type: none"> • Health & Safety Policy (which covers; Visitors, First Aid, Trips, Visits and Risk Assessments); • Staff Code of Conduct; • Looked After and Previously Looked After Children Policy; • Behaviour Policy; • Equality Duty; • Supporting Pupils with Medical Conditions Policy; • Relationships Sex and Health Education Policy; • Attendance Policy; • Whistleblowing Policy; • Acceptable Use Policy (AUP) and Clarification and Guidance in relation to the AUP; • Bring Your Own Device (BYOD) Policy 	
Procedure To Follow in Cases Of Possible, Alleged Or Suspected Abuse, Or Serious Cause For Concern About A Pupil	<i>Appendix A1</i>
<p>Individual Staff / Volunteers / Other Adults – main procedural steps (B) Recording Disclosures (B1 - page 26)</p> <p>At our Academy the process is as stated above under – ‘Recording of Concerns’</p>	
Designated Safeguarding Lead – Main Procedural Steps (C1 page - 27)	
Early Help	<i>Appendix A2</i>
<p>Our Academy’s local Early Help Co-ordinator is: Chris Parfitt (01536 512581(</p>	

Preventing Radicalisation and Extremism	<i>Appendix A4</i>
<p>Staff Training (<i>page 49</i>) Assessment of risk</p> <p>Our Academy currently assesses our risk to be medium. (Further detail about this assessment can be found in the Trust's 'Preventing Radicalisation and Extremism' Policy).</p>	
<p>IT Policies (<i>pages 49</i>)</p> <p>At our Academy [the Online Safety Lead maintains documentation to support the monitoring process and actions as required. Staff have been made aware during in-house training of the dangers of online activity by terrorist and extremist groups and know how to report any concerns to the Online Safety Lead and DSL</p>	
Peer-On-Peer Abuse	<i>Appendix 4</i>
<p>Minimising peer-on-peer abuse (<i>page 58</i>)</p> <p>At our Academy we encourage children to speak out. Peer mediators and staff are out at all lunchtimes and break times. Reflection time is used for children to speak out any 'peer on peer abuse', with worry monsters and other confidential ways to communicate to staff any incidents of this nature.</p>	
Roles and Responsibilities Academy Governance Committee	<i>Appendix A5 Part 2</i>
<p>Training – staff and volunteers working with children (<i>page 69</i>)</p> <p>At our Academy we train our staff on an annual basis during an INSET day. Volunteers and staff who arrive after this training date are given a separate induction and training on this.</p>	
<p>Filtering and monitoring systems to monitor staff and pupil internet usage (<i>page 70</i>)</p> <p>In our Academy we use RM to monitor staff and pupil internet usage.</p>	
<p>Teaching safeguarding, including online safety, through teaching and learning opportunities and a broad, balanced curriculum (<i>page 70</i>)</p> <p>At our Academy we use the 'Kapow' IT and computing scheme to teach children about on-line safety. You can also find overviews of our PSHE and On-line Safety curriculum on our Academy website.</p>	

STAFF TRAINING RELATED TO SAFEGUARDING

Training	Date of Training	Training Provider
Designated Safeguarding Lead	October 20	Jill Sneddon
Deputy Designated Safeguarding Lead	September 19	Jill Sneddon
Designated Teacher for LAC and previously LAC	November 20	PDET central training