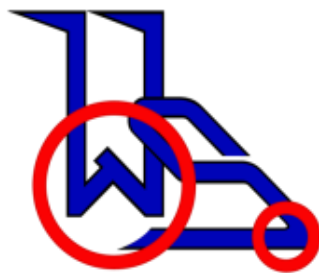


**Wilson Stuart School  
A Special Academy**



**Safeguarding  
Staff Guidance**

**2020/21**

## Wilson Stuart Safeguarding Team



**Simon Harris**  
Executive Head  
Teacher



**Elizabeth Morgan**  
Deputy Head of  
Primary (DSP)



**Sian Parker**  
Interim Head of  
Primary (Deputy  
DSL)



**Peter Keenan**  
Family  
Engagement  
Officer



**Elizabeth Dean**  
Interim Deputy  
Head of  
Secondary & Head  
of 6<sup>th</sup> Form (DSL)



**Gisela Costa**  
Head of Bluesky  
Nursery (DSL)



**Kim Everton**  
Principal of 19-  
25 College (DSL)



**Nici Cutler**  
Interim Vice  
Principal of 19-  
25 & Head of  
PMLD

## Child Protection – Staff Guidance

Policy available to view on the school system Common/policies/child Protection. Also available on the website.

DSL / DDSL – (Deputy) Designated Safeguarding Lead

**Section 11 of the Children’s Act 2004 places a duty on agencies to ensure that their functions are discharged about the need to safeguard children and promote their welfare; by safeguarding and promoting welfare we mean:**

- **Protecting children from abuse or neglect.**
- **Preventing impairment to the child’s health or development.**
- **Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.**
- **Promoting optimum life chances.**



**Child Protection is just one aspect of safeguarding that we as a school take very seriously.**

**Safeguarding and promoting the welfare of children is everyone’s responsibility.**

**If you are concerned about a child you must share it.**

### Child abuse – Signs and Symptoms

#### Signs of Physical Abuse

- Unexplained injuries or burns – particularly if they are recurring.
- Improbable excuse given to explain injuries.
- Untreated injuries.
- Excessive punishment.
- Withdrawal from physical contact.
- Fear of returning home.
- Aggression towards themselves or others.

#### Signs of Emotional Abuse

- Continual self-depreciation.
- Fear of new situation.
- Inappropriate emotional responses.
- Self-harm or neurotic behaviour.
- Running away.
- Clingy.

#### Signs of Neglect

- Constant hunger.
- Poor personal hygiene.
- Constant tiredness.
- Poor state of clothing or dirty.
- Frequent non-attendance at school.
- Missing medical appointments.
- No or poor social relationships.
- Compulsive stealing.
- Poor Attendance

#### Signs of Sexual Abuse

- Sudden change in behaviour
- Displays of affection in a sexual or inappropriate way.
- Secrecy
- Wetting night or day
- Phobias or panic attacks
- Regression to younger behaviour
- Complaints of genital itching or pain.
- Knowledge inappropriate to age.

# Child Protection – Staff Guidance

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## **Cause for Concern**

- Disclosure from child
- Information from third party (guide another pupil etc.)
- Significant changes in behaviour and or appearance.
- Extreme or unusual behaviour
- Patterns identified (CPOMS)
- Poor attendance with no good reason

## **Confidentiality**

- Do not promise confidentiality to the child. This should be made clear to them.
- All information must be shared with DSL and only to others by the DSL on a need to know basis.

## **Do**

- Do listen carefully to what the child is saying – Active Listening
- Do take the child's statement seriously.
- Do write down exactly what was said by the child.
- Do tell DP or Head of Dept. as soon as possible
- Do tell the child they are doing the right thing by telling you.
- Do tell the child it is not their fault.
- Do take care of yourself and how you are feeling.
- Do record accidents/ information on CPOMS

## **Don't**

- Do not Panic
- Do not rush off to get someone else to listen.
- Do not promise to keep anything secret.
- Do not say "Everything will be fine" it may not be.
- Do not criticise the perpetrator
- Do not ask leading questions
- Do not force the child for answers.
- Do not make assumptions about how the child is feeling.
- Don't take pictures.

## Child Protection – Staff Guidance

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### **Allegations against Staff**

- Inform the Head Teacher and no one else.
- If the allegation concerns the Head Teacher inform the Chair of Governors.
- Birmingham Safeguarding Children board will also be informed.

### **Radicalisations**

- Watch for signs of radicalisation
- E.g. things that are said.
- Trying to access extreme information.
- Inform the members of the safeguarding team immediately, who will after investigating, will inform the police.
- All staff to undertake PREVENT awareness training.

### **Safe working Practises**

- **Mobile phone use:**  
Should not be used and should not be seen during teaching time, or in the bathrooms.
- **Physical Contact:**  
Be wary of physical contact. Use only if you the student or other students are in danger or if a child is in distress.
- **Behaviour Management**  
Be aware of what the school systems are and follow them.
- **One to One situations**  
Avoid where possible and be open and overt in these situations.
- **Dress and Appearance**  
Promote a positive and professional appearance. Appropriate footwear should be used.
- **Photography and Video**  
Be aware of students for whom consent has not been given.
- **Behaviour**  
All staff to read the Staff Code of Behaviour Policy and our Safeguarding policy.  
  
All staff to read the Staff Code of Conduct policy.

## Child Protection – Staff Guidance

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### **Ryan Perrens**

Curriculum Leader, Head of IT & Computing, Access & Online Safety

### **Signs of Cyberbullying**

- Becomes upset, sad or angry during or after being online or using their phone.
- Withdraws from family or friends.
- Expresses reluctance or refuses to participate in activities previously enjoyed.
- Has an unexplained decline in grades.
- Refuses to go to school or expresses anger or dissatisfaction with a specific class or school in general.
- Increasingly reports symptoms of illness for which he or she wants to stay at home.
- Shows signs of depression or sadness.

### **Mobile Phone Procedure**

- Mobile phones should not be seen in school (except SLT as stated in policy)
- Mobile phones should be kept in class lockers or stored out of sight and on silence.
- All staff must read and adhere to the mobile phone policy and follow all guidelines.
- All Students are not allowed to use their mobile device within school.
- Staff are not allowed to use their mobile device to take/record images of students.

### **Staff Social Media Rules**

- Staff are not allowed to befriend ex/current students within the school.
- Staff are not allowed to befriend parents/carers on social media.
- Staff are not allowed to use social media during working hours.
- Staff are not allowed to upload photos/videos of students.

### Reporting Procedure.

- If you have an online Safety concern you must inform the online safety officer.
- All concerns must be recorded on CPOMs.
- If you have a staff online concern you must inform SLT directly.

Be aware and vigilant, if you are concerned then report it!

### Key Messages

- **Safeguarding is everyone's responsibility**
- Child abuse happens – **NOTICE THINGS!**
- **If you have a concern about a child, you must share it with the Designated Senior Leader or Deputy DSL's**
- **Birmingham Safeguarding Children's board**

**0121 303 1888**

***mailto: CASS@birminghamchildrenstrust.co.uk***