



West Oaks

SEN Specialist School and College

Safeguarding Policy

Mission Statement:

'At West Oaks we work with consideration, commitment and co-operation to ensure our school community will develop the capacity to enjoy life and succeed.'

The vision for our pupils in their time at West Oaks School is to ensure that they are taught the skills and attitudes to enable them to become as independent as they can be. We aim for them to have an enriched and stimulating curriculum to give them every opportunity to reach their full potential regardless of their gender, race, learning disability or physical disability.

Introduction

School policies are in place to ensure that there is a consistent approach to practices throughout the school and that they are adhered to by staff, governors and volunteers. Adults have a tremendous impact on young children and with this in mind adults at West Oaks:

- are good role models for children
- enjoy their work and working with children
- are conscientious and hard-working
- welcome to support visitors to school
- recognise and value strengths in each other and use these to support everyone
- work within the agreed policies of the school
- promote a happy, caring and safe school
- encourage children to think for themselves, ask questions and find answers
- create an environment of trust whereby children are trusted to work seriously
- challenge and support children in their learning.

There are numerous policies in place to safeguard our children and they include:

- **Child Protection** - this is a sensitive area in which all staff receive regular training. Here, school and other services for children and families all work together to support the needs of children. There is also a named governor for child protection. The child protection policy can be viewed by parents on request.
- **Attendance** - children's attendance at school is monitored on a daily basis and notable absences or patterns of absences are followed up by the parental involvement officer and in more serious cases the Attendance Strategy Team. The school prides itself on its good attendance figures.
- **Behaviour** - high standards of behaviour are expected in school. However, as we all know children do fall out from time to time and that bullying can become an issue. Where this is the case it is dealt with sensitively by an adult who gives both children time to explain what the problem is and helps the issue to be resolved. Children are often reminded about our school rules and they know that we have them in order for everyone to be happy and keep safe.
- **Health and Safety** - everyone here at West Oaks knows they have a responsibility to ensure children and adults are able to work in a healthy and safe environment both inside school and on educational visits. The school has several fully trained nurses and paediatric first aid members of staff who deal with accidents should they occur.
- **Curriculum** - through the planned curriculum we ensure that the issues of healthy eating, physical exercise and safety are taught. This aspect is enhanced by the many visitors to school, e.g. police officers who talk to the children about issues such as road safety, safe people.

- **Safer recruitment and selection** - this aspect is taken very seriously. Governors and the school ensure that all staff new to the school undertake a DBS check and full references and acquired before the person takes up post.
- **Complaints** - should parents have any complaints the school staff will listen to your concerns and will follow up any issues arising. There is a clear procedure in place. The Principal and vice Principal will always be happy to meet with you and help resolve any issues. The school is committed to working closely with parents/carers for the benefit of the children. Remember no problem is too small and can often be prevented from becoming a bigger issue. If you continue to feel an issue has not been resolved then you could contact the complaints committee of the governing body.
- **Home school co-operation** - We all know that children thrive better and are able to reach their full potential when school and families work closely together. The school is totally committed to this and to developing continuing close partnership with parents.

Other important policies include:

- Equality and diversity policy
- SEN policy
- Educational visits
- Health & Safety
- Positive Behaviour
- Anti-Bullying
- Confidentiality
- Care and Control
- Attendance
- Code of conduct (staff)
- PSHCE
- Staff development
- Exclusions
- Whistleblowing
- E-safety
- Intimate Care
- Administration of medicines.

This policy will be reviewed at least every two years.