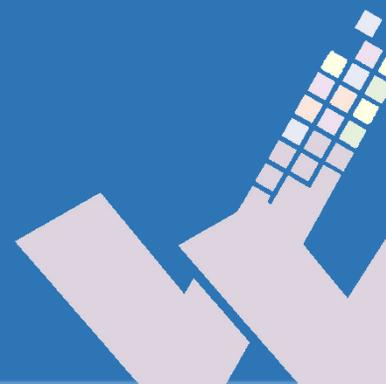




Safeguarding

A guide for visitors

AT THE HEART OF THE COMMUNITY



Safeguarding at Whickham School

Safeguarding is the phrase we use to describe what others might call 'looking after students'.

It includes everything from bullying, safe travel, protecting students from abuse to ensuring that the site is safe for students.

This leaflet is designed to inform adults (parents, staff and visitors to Whickham School) about the procedures in place for dealing with safeguarding issues.

Safeguarding issues can crop up at any time and can range from fairly trivial issues to issues which can seriously threaten the physical or emotional wellbeing of a student. The important point is that all issues relating to safeguarding are reported and dealt with effectively.

Safeguarding is everyone's responsibility and every member of Whickham School staff has received training in dealing with some of the issues relating to safeguarding.

Having said this, there are certain key people who have responsibility specifically for safeguarding and it is these to whom issues should be reported in the first instance.

The staff to whom issues should be reported are detailed on the next page.

Staff to whom safeguarding issues should be reported

Mrs Maher is the school's Designated Teacher for Safeguarding. Mr Turnbull & Mr Wheatley are the Deputy Designated Teachers for Safeguarding, all will deal with the most serious issues.

The names of the Year Leaders, their Year and tie stripe colour are given below:

S Berry & R Thexton	Year 7	Purple
E Herrington	Year 8	Green
C Enlund & S Frisken	Year 9	Red
A Bensley	Year 10	Yellow
J Douglas & A Day	Year 11	Blue

Miss Tumelty will deal with any issues relating to Post 16 students.

How to report:

Whickham School believes the best way to make a report is to immediately tell one of the staff named above, who will immediately act upon the report. The issue will also be recorded so that we can build up a picture of what issues are most frequent.

If you cannot locate the member of staff concerned simply ask at reception if they can contact them for you.

What sort of issues are related to safeguarding

Safeguarding issues take many forms, some of which are obvious and some of which are less obvious.

Some examples are given below:

- Students crossing the road in an unsafe manner or behaving in a way which endangers them.
- Students who are engaging in activities which are likely to cause them either immediate harm or harm in the long term.
- Students displaying signs of abuse (physical, sexual, emotional or neglect) or have altered behaviour patterns which indicate something might be wrong.
- Students who have relationships which are not age appropriate.
- Students being roughly handled by adults.
- Students who are constantly in a state of upset or prone to crying.
- Students going missing for prolonged periods.

All of the above could be a safeguarding issue and if in any doubt they should be reported.

Bullying

Bullying is a serious issue for all people in society but it can particularly affect young vulnerable people in schools.

If you know of someone who is being bullied, or perceives what is happening to them as bullying, you must inform a person who can do something about it, please contact the child's Head of Year. You should have confidence that it will be dealt with seriously and that the problem will be solved.

The following staff have special training in supporting young people who may be experiencing a range of difficulties or challenges:

- Louise MacKay – Learning Mentor
- Christine McDonald – Counsellor

If you or your child thinks they would like to talk to someone these staff are available each night after school. Or please email on studentsupport@whickhamschool.org

How to deal with a safeguarding concern

Occasionally, students need to tell adults things about their lives which are causing them real concern and are safeguarding issues. We call this a disclosure.

How will a disclosure be dealt with?

Staff have been trained in dealing with disclosures and the following points describe how they will be dealt with:

- When a child discloses something staff will always listen.
- Staff will not ask students leading questions about the issue.
- Staff will report the issue to a trained person who is in a position to deal with it.
- Staff will then leave others to deal with the issue and will only be involved if it is in the best interests of the student.

Disclosures often solve problems which need dealing with.

Key Safeguarding Guidance for Visitors

School bell sounds constantly	Fire alarm. All students, staff and visitors assemble on astro turf pitch until dismissed by senior staff.
Five long rings of school bell	Site alarm. We need to check the site because of possible unauthorised entry. The students, staff and visitors must remain inside until all clear is sounded by a second set of 5 long rings of the bell.
Mobile phones	Mobile phones should only be used on site by visitors if they have been authorised by a senior member of staff.