

CHILD PROTECTION AND SAFEGUARDING POLICY

St. Bede's College is a Catholic Independent Co-educational 3 – 18 Grammar School, founded in 1876 by Cardinal Vaughan, which endeavours to transmit the message of the Gospel rooted in the teachings of Jesus Christ.

St. Bede's College welcomes Catholic and non-Catholic pupils. Every pupil should experience educational excellence and exhibit values through the unique contribution each member makes to the rich diversity of the College community.

St. Bede's dedication to the pursuit of learning and his search for knowledge of the Lord is an inspiration to us all.

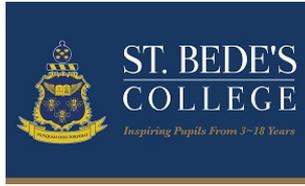
1 POLICY STATEMENT

- 1.1 This policy has been authorised by the Governors, is published on the School website and is available in hard copy to parents on request. This policy can be made available in large print or other accessible format if required. This policy and its procedures apply wherever staff or volunteers are working with pupils even where this is away from the School, for example on an educational visit. It also applies to all pupils (3-18) including the Early Years Foundation Stage (**EYFS**). Safeguarding is paramount during the recruitment and selection hence there is a separate policy that needs to be consulted for the recruitment process. The following policies should also be consulted for further guidance:

The Prevent Duty – visiting speakers
Computer/E-safety Policy
Sexting Policy
Self-harm Policy
Supervision of Pupils Policy
Uncollected Child Policy
Counselling Policy
Staff Code of Conduct
Student Code of Conduct
Whistleblowing Policy
Taking, storing and using images of children

- 1.2 Every pupil should feel safe and protected from any form of abuse. St Bede's College (**the College**) is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The College will take all reasonable measures to:

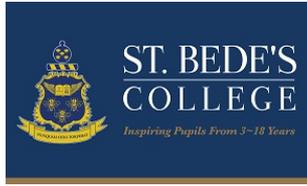
- 1.2.1 ensure that we practise safe recruitment in checking the suitability of staff and volunteers (including members of the governing body and staff employed by another organisation) to work with children and young people in accordance with the guidance given in *Keeping Children Safe in Education (September 2018)*, the Education (Independent School Standards) (England) Regulations 2014 and the Statutory Framework for the Early Years Foundation Stage



- 1.2.2 ensure that where staff from another organisation are working with our pupils on another site, we have received assurances that appropriate child protection checks and procedures apply to those staff
 - 1.2.3 follow the local inter-agency procedures of the Manchester Safeguarding Children Board (Local Safeguarding Partners)
 - 1.2.4 be alert to signs of abuse both in the School and from outside and to protect each pupil from any form of abuse, whether from an adult or another pupil
 - 1.2.5 deal appropriately with every suspicion or complaint of abuse and to support children who have been abused in accordance with his / her agreed child protection plan
 - 1.2.6 design and operate procedures which, so far as possible, ensure that teachers and others who are innocent are not prejudiced by false allegations
 - 1.2.7 be alert to the medical needs of children with medical conditions
 - 1.2.8 be alert to the special education needs for the pupils who receive support from SENCO
 - 1.2.9 recognise that children who receive support from SENCO can be more vulnerable and additional support may be required when dealing with safeguarding children with SEND. Children with SEND are at a higher risk of peer group isolation and bullying. A pupil's behaviour and mood may be related to their SEN, but it could also be due to abuse.
 - 1.2.10 operate robust and sensible health and safety procedures and operate clear and supportive policies on drugs, alcohol and substance misuse
 - 1.2.11 teach pupils about safeguarding, for example through the use of online resources, through the curriculum and PSMEE
 - 1.2.12 Teaching pupils about online safety as part of the PSMEE and annual SAFER INTERNET DAY.
 - 1.2.13 take all practicable steps to ensure that School premises are as secure as circumstances permit
 - 1.2.14 consider and develop procedures to deal with any other safeguarding issues which may be specific to individual children in our School or in our local area; and
 - 1.2.15 have regard to guidance issued by the Secretary of State for Education (**DfE**) in accordance with section 157 of the Education Act 2002 and associated regulations.
- 1.3 *Keeping children safe in education* provides that the inspection of independent schools will ensure that the Independent School Standard which concerns the welfare, health and safety of children is met.

2 THE DESIGNATED SAFEGUARDING LEAD DSL

- 2.1 The School has appointed a member of staff of the School's senior leadership team with the necessary status and authority to be the designated safeguarding lead and to be responsible for matters relating to child protection and welfare (**Designated Safeguarding Lead, DSL, Mrs Sandra Pike**).



- 2.2 Parents are welcome to approach the Designated Safeguarding Lead, DSL, if they have any concerns about the welfare of any child in the school. If preferred, parents may discuss concerns in private with the child's form/class teacher or the Head who will notify the Designated Safeguarding Lead, DSL, in accordance with these procedures.
- 2.3 The main responsibilities of the Designated Safeguarding Lead, DSL, are set out in appendix 1.
- 2.4 Each Designated Safeguarding Lead, DSL, and the Deputy Designated Safeguarding Lead, DSL, has undertaken basic child protection training and training in inter-agency working, and will attend refresher training at two-yearly intervals. DSL are trained in online safety. The DSL is supported by attending termly network DSL meetings.
- 2.5 **College**
- 2.5.1 The Designated Safeguarding Lead, DSL, for the College is Mrs Sandra Pike, Senior Deputy Head who may be contacted on 0161-226-3323.
- 2.5.2 If the Designated Safeguarding Lead, DSL, is unavailable her duties will be carried out by the Deputy Designated Safeguarding Lead, DSL.
- 2.5.3 The Deputy Designated Safeguarding Leads, DSLs, are
- (a) Mrs Vyce, Head of Lower Seniors
 - (b) Mrs Girolami, Head of Upper Seniors
 - (c) Mr Sanders, Head of Upper Fifth
 - (d) Mrs Gallagher, Head of Sixth Form

They may be contacted on 0161-226-3323.

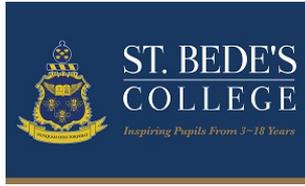
In this policy, reference to the Designated Safeguarding Lead, DSL, includes the Deputy Designated Safeguarding Lead, DSL, where the Designated Safeguarding Lead, DSL, is unavailable.

- 2.5.4 Nurse Taylor is also trained in child protection.
- 2.5.5 If the DSL is not available, staff should speak to a member of the SLT and/or take advice from local children's social care (KCSIE (2018), paragraph 26)

3

3.1 Preparatory School

- 3.1.1 The Designated Safeguarding Lead, DSLs, for the Preparatory School and EYFS setting are:
- (a) Mrs Claire Hunt, Headteacher
 - (b) Mrs Catherine Harrison, Deputy Head
 - (c) Mrs Sharon Kelly, Early Years Leader
 - (d) Mrs Anne- Marie Edwards SENDCO



3.1.2 The Designated Safeguarding Lead, DSLs, may be contacted on 0161-226-7156.

4 DUTY OF EMPLOYEES, GOVERNORS AND VOLUNTEERS

4.1 Every employee and governor of the School as well as every volunteer who assists the School is under a general legal duty:

4.1.1 to protect children from abuse

4.1.2 to be aware of the School's child protection procedures and to follow them

4.1.3 to know how to access and implement the School's child protection procedures, independently if necessary

4.1.4 to keep a sufficient record of any significant complaint, conversation or event in accordance with this policy and

4.1.5 to report any matters of concern to the Designated Safeguarding Lead, DSL

4.1.6 to understand that safeguarding is everyone's responsibility

4.2 The Governors ensure that the two School's safeguarding arrangements take into account the procedures and practice of the Manchester Safeguarding Children Board. The Governing Body has nominated members to manage child protection incidents on behalf of the Board and to liaise with external agencies where this is required. The nominated Governors are: Dr J Mulkeen and Mr Frost (Prevent) can be made by emailing headmaster@stbedescollege.co.uk or lquinn-matthews@stbedescollege.co.uk

4.3 Training

4.3.1 All staff, including temporary staff and volunteers, will be provided with induction training that includes:

(a) this policy; whistleblowing is part of this policy.

(b) Staff Conduct and Discipline Policy

(c) the identity of the Designated Safeguarding Lead DSL and Deputy;

(d) a copy of Part 1 of *Keeping children safe in education* (September 2018)– **making a referral. Anyone can make a referral. If a teacher does make a referral due to exceptional circumstances he/she must inform the DSL as soon as possible thereafter.**

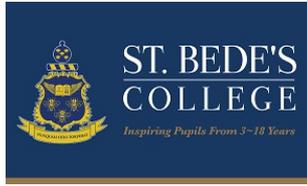
(e) What to do if you're worried a child is being abused (March 2015)

(f) Child sexual exploitation DFE Feb 2017

(g) College Behaviour Policy – pupils

(h) Missing Child Policy and procedures and School Attendance Policy

(i) Hays online training this includes online safety



- (j) Prevent Duty DFE June 2105 – e learning
www.elearning.prevent.homeoffice.gov.uk
- (k) Sexual violence and Sexual harassment between children in schools and colleges May 2018 DFE

4.3.2 All staff will receive annual training as part of the INSET at the start of each academic year. Understanding of KCSIE will be accessed by group discussion, and/or on-line, training. A checklist will be completed for new teachers as part of their induction to monitor their understanding. New teachers will also be required to answer set questions on KCSIE.

4.3.3 Informal updates are shared with staff on a regular basis at briefing sessions and staff meetings.

4.3.4 The Head, all staff members and the nominated Governor will undertake appropriate child protection training which will be updated regularly in accordance with the Manchester Safeguarding Children Board guidance.

4.3.5 Safer recruitment training is available to all relevant staff and governors who are involved in the recruitment process.

4.4 **Whistleblowing**

4.4.1 All staff are required to report to the Head, or the Chair of Governors in his absence, any concerns or allegations about school practices or the behaviour of colleagues which are likely to put pupils at risk of abuse or other serious harm. If the concern is about the Head, it should be raised with the Chair of Governors. In the event of their unavailability, concerns should be reported to the Designated Safeguarding Lead DSL or the Deputy in their absence. There will be no retribution or disciplinary action taken against a member of staff for making such a report provided that it is done in good faith.

4.4.2 See 5.3 below of the procedures to be followed in relation to allegations against staff.

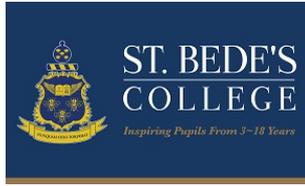
4.4.3 Where a staff member feels unable to raise an issue as stated in 3.4.1, or feels a genuine concern is not being addressed, other whistleblowing channels include: - General guidance can be found at – Advice on whistleblowing and NSPCC whistleblowing helpline help@nspcc.org.uk 0808 800 5000

5 **PROCEDURES**

5.1 **Complaints of abuse**

5.1.1 Every complaint or suspicion of abuse from within or outside the School will be taken seriously and action taken in accordance with this policy.

5.1.2 The child protection training provided to staff considers the types and signs of abuse of which staff should be aware. Further details are set out in appendix 2. If a member of staff is concerned that a pupil may be suffering harm or is at risk, the matter should be referred to the Designated Safeguarding Lead, DSL, as soon as possible. If a member of staff suspects or hears a complaint of abuse, the procedures set out in Appendix 3 must be followed. If at any point there is a risk

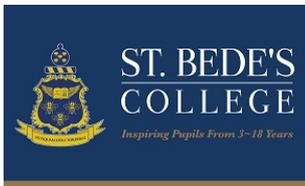


of immediate serious harm a referral should be made to children's social care immediately. Consent from parents will not be requested.

- 5.1.3 On occasions children will need additional support and the College will work with the child, parents and other agencies. When working in this way there may not be a need for an immediate referral to children's social care. The College will use the guidance from Manchester with regard to Early Help, for example, the working well wheel will be used in early help assessment. Any child being supported in this way will have an opportunity to see the College Counsellor if they wish to do so. Examples of conditions that may need additional support include – mental health issues, eating disorders, self-harms. If a child would benefit from early help a meeting will be arranged with the pupil and their family. The DSL will work with the pastoral team. Any member of staff that thinks a pupil needs support in this way should discuss this with the DSL.
- 5.1.4 If a child leaves St Bede's College, as part of Working Together (2018), safeguarding information will be shared with the new schools. Files will be sent by recorded delivery.

5.2 Action by the Designated Safeguarding Lead DSL

- 5.2.1 On being notified of a complaint or suspicion of abuse or self-referral, the action to be taken by the Designated Safeguarding Lead DSL will take into account:
- (a) the local inter-agency procedures of the Manchester Safeguarding Children Board
 - (b) the nature and seriousness of the suspicion or complaint. A complaint involving a serious criminal offence will always be referred to local authority children's social care and the police
 - (c) the child's wishes or feelings and
 - (d) duties of confidentiality, so far as applicable.
- 5.2.2 If there is room for doubt as to whether a referral should be made, the Designated Safeguarding Lead DSL will consult with children's social care on a no names basis without identifying the family. However, as soon as sufficient concern exists that a child may be at risk of significant harm, a referral to children's social care will be made without delay (and in any event within 24 hours).
- 5.2.3 If the initial referral is made by telephone, the Designated Safeguarding Lead DSL will confirm the referral in writing to children's social care within 24 hours. If no response or acknowledgment is received within three working days, the Designated Safeguarding Lead DSL will contact the children's social care again.
- 5.2.4 If a referral is made to the local authority children's social care services or the police, the parents and pupil will usually be informed in writing of their right to make their own complaint or referral to local authority children's social care services or the police and will be provided with contact names, addresses and telephone numbers, as appropriate. Parents will not be informed if a child is at risk of harm.
- 5.2.5 Safeguarding is everyone's responsibility. KCSIE states anyone can make a referral. If it is not possible to contact the DP any employee at St Bede's College should act



responsibly and contact social services. If a referral is made due to exceptional circumstances he/she must inform the DSL as soon as possible thereafter.

5.3 Dealing with allegations against staff and volunteers

5.3.1 The School has procedures for dealing with allegations against staff and volunteers who work with children that aim to strike a balance between the need to protect children from abuse and the need to protect staff and volunteers from false or unfounded allegations. These procedures are set out in appendix 4 and follow Part 4 of *Keeping children safe in education*.

5.3.2 The LADO (Designated Officer KCSIE and WT March 2018) will be informed immediately and in any event within one working day of all allegations against staff and volunteers that come to the School's attention and appear to meet the criteria set out in paragraph 1 of appendix 4.

5.3.3 Early Years Foundation Stage (EYFS)

(a) The School will inform Ofsted of any allegations of serious harm or abuse by any person living, working, or looking after children at the premises (whether that allegation relates to harm or abuse committed on the premises or elsewhere), or any other abuse which is alleged to have taken place on the premises, and of the action taken in respect of these allegations.

(b) These notifications will be made as soon as reasonably practicable, but in any event within 14 days of the allegations being made.

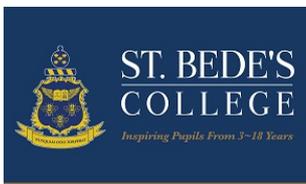
5.3.4 At the start of the academic year (or prior to working with the children) detailed guidance is given to staff or volunteers to ensure that their behaviour and actions do not place pupils or themselves at risk of harm or of allegations of causing harm to a pupil. One to one situations are discussed e.g. Music, Drama, Sport – See Staff Code and Discipline Policy.

5.4 Allegations of Peer on Peer abuse

5.4.1 Staff should recognise that children are capable of abusing their peers. Peer on peer abuse can manifest itself in many ways – bullying including cyberbullying, sexting, physical abuse, pupils being touched/assaulted, sexual abuse, gender based violence or pupils being subject to initiation type violence. A pupil against whom an allegation of abuse has been made may be suspended from the School during the investigation and the School's policy on behaviour, discipline and sanctions will apply. (see Anti- bullying policy, E- safety policy and Sexting policy.)

5.4.2 The School will take advice from children's social care on the investigation of such allegations and will take all appropriate action to ensure the safety and welfare of all pupils involved including victim, perpetrator and pupils who have witnessed the incident.

5.4.3 If it is necessary for a pupil to be interviewed by the police in relation to allegations of abuse, the School will ensure that, subject to the advice of children's social care, the pupil's parents are informed as soon as possible and that the pupil is supported during the interview by an appropriate adult. In the case of pupils whose parents are abroad, the pupil's Education Guardian will be requested to provide support to



the pupil and to accommodate him / her if it is necessary to suspend him / her during the investigation.

5.4.4 Pupils will be taught in PSME that:

- Sexual violence and harassment is not acceptable.
- Sexual harassment will not be tolerated as "banter"
- (DFE May 2018 Evidence of Sexual Violence and Sexual Harassment between children in schools and colleges)

5.5 Private Fostering

5.5.1 Private fostering is when a child under the age of 16 (under 18 if disabled) is cared for by someone who is not their parent or a 'close relative' in their home. This is a private arrangement made between a parent and a carer, for 28 days or more. Close relatives are defined as step-parents, grandparents, brothers, sisters, uncles or aunts (whether of full blood, half blood or marriage/affinity). Schools have a mandatory duty to report to the local authority when they are made aware or suspect that a child is subject to a private fostering arrangement. If any member of staff becomes aware of a private fostering arrangement the DSL should be notified. The DSL will speak to the family of the child involved to check that they are aware of their duty to inform the local

authority of the private fostering arrangements. The DSL will also fulfill the mandatory requirement of the school and make a referral.

5.6 Taking, using and storing images

Under no circumstances should any member of staff (**including those working in the EYFS**) use personal mobile phones, tablets or cameras for the taking or recording of images of pupils. Only school devices should be used and must remain in school, securely stored unless on a school trip, where the trip leader takes responsibility for the device.

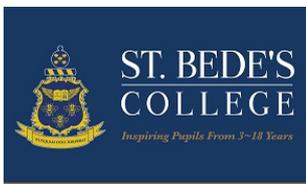
Images must only be downloaded onto school computers and any printed images displayed or used within the setting. Unused printed images are shredded on site or sent home with the child photographed.

Consent from parents is requested for the publication of images of their child as part of the admissions process.

Personal mobile phones should be securely stored out of sight and reach of all pupils. Use of personal mobile phones during classroom teaching time is strictly forbidden.

5.7 Missing child procedures

5.7.1 All staff are informed of the separate procedure to be used for searching for, and if necessary, reporting, any pupil missing from school. The procedure includes the



requirement to record any incident, the action taken and the reasons given by the pupil for being missing.

5.7.2 Please see the School's separate Missing Pupil Policy for further details.

5.7.3 If a child is missing due to repeated absence or is absent for 10 days, the local authority will be notified. This is part of the school's Prevent duty.

5.8 Informing parents

5.8.1 Parents will normally be kept informed as appropriate of any action to be taken under these procedures. However, there may be circumstances when the Designated Safeguarding Lead DSL will need to consult the Head, the LADO, local authority children's social care services and / or the police before discussing details with parents.

5.8.2 Parents should ensure that the school has at least two emergency contacts for their child.

5.8.3 See also appendix 4 of for details about the disclosure of information where an allegation has been made against a member of staff or volunteer at the School.

6 Use of reasonable Force DFE

"Reasonable" means using no more force than is needed. Staff will use reasonable force to help a pupil when they have put themselves in a position of danger.

7 SECURE SCHOOL PREMISES

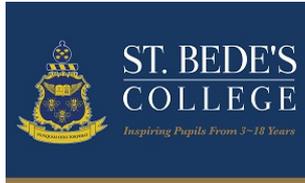
7.1 The School will take all practicable steps to ensure that School premises are as secure as circumstances permit.

7.2 The School keeps a visitors' book at Reception. All visitors must sign in on arrival and sign out on departure and are escorted where deemed necessary whilst on School premises by a member of staff or appropriately vetted volunteer. All visitors will be given a name badge with the title 'Visitor' which must be clearly displayed and worn at all times whilst on the School premises.

8 CONFIDENTIALITY AND INFORMATION SHARING

8.1 The School will keep all child protection records confidential, allowing disclosure only to those who need the information in order to safeguard and promote the welfare of children. The School will co-operate with police and children's social care to ensure that all relevant information is shared for the purposes of child protection investigations under section 47 of the Children Act 1989 in accordance with the requirements of *Working together to safeguard children* (2018).

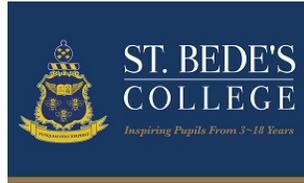
8.2 Where allegations have been made against staff, the School will consult with the LADO (Designated Officer KCSIE and WT March 2018) and, where appropriate, the police and children's social care to agree the information that should be disclosed and to whom.



9 MONITORING

- 9.1 Any child protection incidents at the school will be followed by a review of the safeguarding procedures within the School and a prompt report to the Governors. Where an incident involves a member of staff, the LADO will assist in this review to determine whether any improvements can be made to the School's procedures.
- 9.2 In addition, the Designated Safeguarding Lead DSL will ensure that this policy is reviewed annually. When completing the review, the DSL will work with the safeguarding team. As part of the INSET, at the start of the academic year, the DSL will discuss the policy with all the staff. There will be an opportunity for everyone to share their views thus building upon the expertise of all of the teachers.
- 9.3 The Governors will undertake an annual review of this policy and its procedures including good cooperation with local agencies and of the efficiency with which the relevant duties have been discharged.

The Governors will ensure that any deficiencies or weaknesses in regard to child protection arrangements at any time are remedied without delay.



Other useful Information

10 CONTACTS

10.1 The details of the LADO are as follows:

Majella O'Hagan
GMSP (Greater Manchester Safeguarding Partnership)
Ground Floor
R&D Block
Wenlock Way Offices
Wenlock Way
West Gorton
M12 5DH

Tel: 0161 234 1214

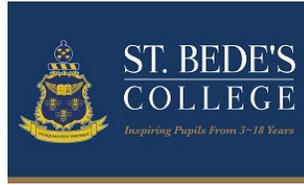
Email: majella.o'hagan@manchester.gov.uk

10.2 The telephone numbers of local children's social care services departments are as follows:

Manchester	0161-234-5001 (out of hours 0161 234 5001)
Stockport	0161-217-6028 (out of hours 0161 718 2118)
Tameside	0161-342-4186 (out of hours 0161 342 2222)
Trafford	0161-912-5125 (out of hours 0161 912 2020)

10.3 Useful information

Childline	0800 1111
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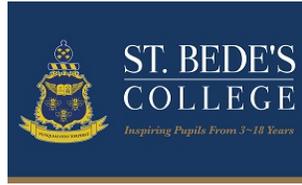
Other useful Information

NSPCC	0808 800 5000
FGM	Local police
Anti-terrorist – Prevent Duty Counter-extremism@education.gsi.gov.uk	Hotline 0800789321, emergency 999, non-emergency 02073407264 Local police 101 Julie Haworth, Prevent/Channel Lead GMP JulieX.Haworth@gmp.police.uk 0161 856 6362 Jane Murphy Prevent Lead for Schools 0161 245 7171 j.murphy5@manchester.gov.uk
Ofsted's Whistle-blower Hotline	0300 123 3155

Approved by FGB

Date: June 2018

Review: June 2019



Other useful Information

Appendix 1 ROLE OF THE DESIGNATED SAFEGUARDING LEAD DSL

The main responsibilities of the Designated Safeguarding Lead DSL are:

1. Manage referrals

The designated safeguarding lead is expected to:

- Refer cases of suspected abuse to the local authority children's social care as required;
- Support staff who make referrals to local authority children's social care;
- Refer cases to the Channel programme where there is a radicalisation concern as required;
- Support staff who make referrals to the Channel programme;
- Refer cases where a person is dismissed or left due to risk/harm to a child to the Disclosure and Barring Service as required; and
- Refer cases where a crime may have been committed to the Police as required.

2. Work with others

- Liaise with the headmaster inform him of issues especially ongoing enquiries under section 47 of the Children Act 1989 and police investigations;
- As required, liaise with the "case manager" and the designated officer(s) at the local authority for child protection concerns (all cases which concern a staff member); and
- Liaise with staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies. Act as a source of support, advice and expertise for staff.

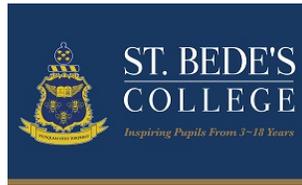
3. Undertake training

The designated safeguarding lead (and any deputies) should undergo training to provide them with the knowledge and skills required to carry out the role. This training should be updated at least every two years.

The designated safeguarding lead should undertake Prevent awareness training.

In addition to the formal training set out above, their knowledge and skills should be refreshed (this might be via e-bulletins, meeting other designated safeguarding leads, or simply taking time to read and digest safeguarding developments) at regular intervals, as required, but at least annually, to allow them to understand and keep up with any developments relevant to their role so they:

- Understand the assessment process for providing early help and intervention, for example



Other useful Information

through locally agreed common and shared assessment processes such as early help assessments;

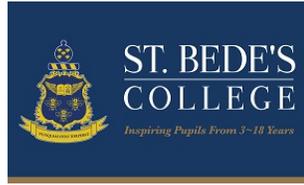
- Have a working knowledge of how local authorities conduct a child protection case conference and a child protection review conference and be able to attend and contribute to these effectively when required to do so;
- Ensure each member of staff has access to and understands the school's or college's child protection policy and procedures, especially new and part time staff;
- Are alert to the specific needs of children in need, those with special educational needs and young carers;
- Are able to keep detailed, accurate, secure written records of concerns and referrals;
- Understand and support the school with regards to the requirements of the Prevent duty and are able to provide advice and support to staff on protecting children from the risk of radicalisation;
- Obtain access to resources and attend any relevant or refresher training courses; and
- Encourage a culture of listening to children and taking account of their wishes and feelings, among all staff, in any measures the school or college may put in place to protect them.

4. Raise Awareness

- The designated safeguarding lead should ensure the college's child protection policies are known, understood and used appropriately;
- Ensure the college's child protection policy is reviewed annually (as a minimum) and the procedures and implementation are updated and reviewed regularly, and work with governing bodies or proprietors regarding this;
- Ensure the child protection policy is available publicly and parents are aware of the fact that referrals about suspected abuse or neglect may be made and the role of the school or college in this; and
- Link with the local LSCB(Local Safeguarding partners) to make sure staff are aware of training opportunities and the latest local policies on safeguarding.

5. Child protection file

- Where children leave the school or college ensure their child protection file is transferred to the new school or college as soon as possible. This should be transferred separately from the main pupil file, ensuring secure transit and confirmation of receipt should be obtained.
- All files will be kept securely.
- Any concerns will be recorded in a child protection file for the named pupil. These will



Other useful Information

be reviewed to see if there are any patterns.

6. Availability

- During term time the designated safeguarding lead (or a deputy) should always be available (during college hours) for staff in the college to discuss any safeguarding concerns. Whilst generally speaking the designated safeguarding lead (or deputy) would be expected to be available in person. In exceptional circumstances availability via phone and or Skype or other such mediums is acceptable.
- The designated safeguarding lead will arrange adequate and appropriate cover arrangements for any out of hours/out of term activities.

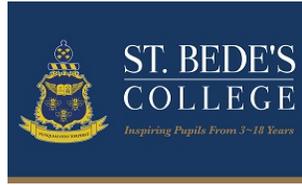
7. Looked after Children

The DSL should support looked after children. They should have the name of the child's social worker and the name of the virtual school head in the authority that looks after the child. The DSL must work to promote the educational achievement of the children who are looked after.

8. E –Safety

The DSL will work with the ICT department and the Pastoral Team to overs the E safety provision – see E- Safety Policy.

The Deputy Designated Safeguarding Lead DSL will carry out this role where the Designated Safeguarding Lead DSL is unavailable.



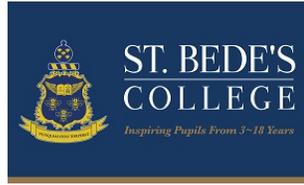
Other useful Information

Appendix 2 TYPES AND SIGNS OF ABUSE

1 Types of abuse

All college staff should be aware that abuse, neglect and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most case multiple issues will overlap with one another.

- 1.1 **Abuse** is a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely by others (e.g. via the internet). They may be abused by an adult or adults or another child or children. *Keeping children safe in education* defines the following types of abuse.
- 1.2 **Physical abuse:** a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.
- 1.3 **Emotional abuse:** the persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.
- 1.4 **Sexual abuse:** involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.
- 1.5 **Neglect:** the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or



Other useful Information

treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs

1.6 *Keeping children safe in education* also acknowledges the following as specific safeguarding issues:

1.6.1 Child sexual exploitation: Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

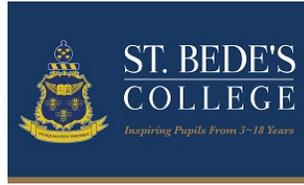
Indicators of child sexual exploitation may include:

- Acquisition of money, clothes, mobile phones, etc. without plausible explanation;
- Gang-association and/or isolation from peers/social networks;
- Exclusion or unexplained absences from school, college or work;
- Leaving home/care without explanation and persistently going missing or returning late;
- Excessive receipt of texts/phone calls;
- Returning home under the influence of drugs/alcohol;
- Inappropriate sexualised behaviour for age/sexually transmitted infections;
- Evidence of/suspicious of physical or sexual assault;
- Relationships with controlling or significantly older individuals or groups;
- Multiple callers (unknown adults or peers);
- Frequenting areas known for sex work;
- Concerning use of internet or other social media;
- Increasing secretiveness around behaviours; and
- Self-harm or significant changes in emotional well-being.

Potential vulnerabilities include:

Although the following vulnerabilities increase the risk of child sexual exploitation, it must be remembered that not all children with these indicators will be exploited. Child sexual exploitation can occur without any of these issues.

- Having a prior experience of neglect, physical and/or sexual abuse;
- Lack of a safe/stable home environment, now or in the past (domestic violence or parental substance misuse, mental health issues or criminality, for example);
- Recent bereavement or loss;
- Social isolation or social difficulties;
- Absence of a safe environment to explore sexuality;
- Economic vulnerability;
- Homelessness or insecure accommodation status;



Other useful Information

- Connections with other children and young people who are being sexually exploited;
- Family members or other connections involved in adult sex work;
- Having a physical or learning disability; Being in care (particularly those in residential care and those with interrupted care histories); and
- Sexual identity.

See Child sexual exploitation Feb 2017 DFE)

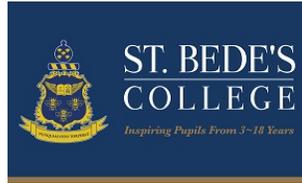
1.6.2 Female genital mutilation: professionals in all agencies, and individuals and groups in relevant communities, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM. There is a range of potential indicators that a child or young person may be at risk of FGM, which individually may not indicate risk but if there are two or more indicators present this could signal a risk to the child or young person. Victims of FGM are likely to come from a community that is known to practise FGM. Professionals should note that girls at risk of FGM may not yet be aware of the practice or that it may be conducted on them, so sensitivity should always be shown when approaching the subject. Warning signs that FGM may be about to take place, or may have already taken place, can be found on pages 16 – 17 of the Multi-Agency Practice Guidelines referred to previously. Staff should activate local safeguarding procedures, using existing national and local protocols for multi-agency liaison with police and children's social care. In line with KCSIE (May 2016) (Update September 2016) the College is aware of the Mandatory reporting duty to the police from October 2015. If a teacher has any concern it must be discussed with the DSL. In line with KCSIE (2018) with any teachers can personally report to the police where they discover an act of FGM appears to have been carried out.

1.6.3 Honour Based Violence: So- called "honour-based" violence (HBV) encompasses crimes which have been committed to protect or defend the honour of the family and/or the community including FGM, forced marriage and practices such as breast ironing. All forms of so called HBV are abuse.

1.6.4 Child Criminal Exploitation: county lines

Criminal exploitation of children is a geographically widespread form of harm that is a typical feature of county lines criminal activity: drug networks or gangs groom and exploit children and young people to carry drugs and money from urban areas to suburban and rural areas, market and seaside towns. Key to identifying potential involvement in county lines are missing episodes, when the victim may have been trafficked for the purpose of transporting drugs and a referral to the National Referral Mechanism¹² should be considered. Like other forms of abuse and exploitation, county lines exploitation:

- can affect any child or young person (male or female) under the age of 18 years;
 - can affect any vulnerable adult over the age of 18 years;
 - can still be exploitation even if the activity appears consensual;
 - can involve force and/or enticement-based methods of compliance and is often accompanied by violence or threats of violence;
 - can be perpetrated by individuals or groups, males or females, and young people or adults;
- and
- is typified by some form of power imbalance in favour of those perpetrating the exploitation. Whilst age may be the most obvious, this power imbalance can also be due to a range of other factors including gender, cognitive ability, physical strength, status, and access to economic or other resources.



Other useful Information

1.7 Protecting Children from the risk of radicalisation

Protecting children from the risk of radicalisation should be seen as part of schools' wider safeguarding duties, and is similar in nature to protecting children from other forms of harm and abuse. During the process of radicalisation, it is possible to intervene to prevent vulnerable people being radicalised.

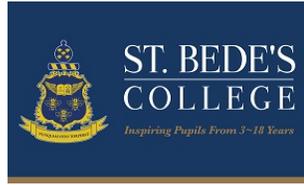
Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism (See Annex A KCSIE Update Sept 2018). There is no single way of identifying an individual who is likely to be susceptible to an extremist ideology. It can happen in many different ways and settings. Specific background factors may contribute to vulnerability which are often combined with specific influences such as family, friends or online, and with specific needs for which an extremist or terrorist group may appear to provide an answer. The internet and the use of social media in particular has become a major factor in the radicalisation of young people.

As with managing other safeguarding risks, staff should be alert to changes in children's behaviour which could indicate that they may be in need of help or protection. Any concerns should be discussed with the DSL. The College will follow the Guidance from Manchester Local Safeguarding Board thus making a referral to the contact centre and channel. (The use of social media for on-line radicalisation (July 2015) and Prevent Duty Guidance for England and Wales (March 2015). With regard to ELFS the Prevent Duty: Department advice for school and Childminders will be used (June 2015)

2 SIGNS OF ABUSE

2.1 Possible signs of abuse include, but are not limited to:

- 2.1.1 the pupil says he / she has been abused or asks a question or makes a comment which gives rise to that inference
- 2.1.2 there is no reasonable or consistent explanation for a pupil's injury, the injury is unusual in kind or location or there have been a number of injuries and there is a pattern to the injuries
- 2.1.3 the pupil's behaviour stands out from the group as either being extreme model behaviour or extremely challenging behaviour, or there is a sudden or significant change in the pupil's behaviour
- 2.1.4 the pupil asks to drop subjects with a particular teacher and seems reluctant to discuss the reasons
- 2.1.5 the pupil's development is delayed; the pupil loses or gains weight or there is deterioration in the pupil's general wellbeing
- 2.1.6 the pupil appears neglected, e.g. dirty, hungry, inadequately clothed and
- 2.1.7 the pupil is reluctant to go home, or has been openly rejected by his / her parents or carers.

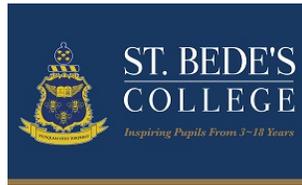


Other useful Information

Appendix 3 Guidance for staff on suspecting or hearing a complaint of abuse

1 ACTION STAFF MUST TAKE

- 1.1 A member of staff suspecting or hearing a complaint of abuse:
 - 1.1.1 must listen carefully to the child and keep an open mind. The member of staff should not take a decision as to whether or not the abuse has taken place
 - 1.1.2 must not ask leading questions, i.e. a question which suggests its own answer
 - 1.1.3 must reassure the child but not give a guarantee of absolute confidentiality. The member of staff should explain that they need to pass the information to the Designated Safeguarding Lead DSL who will ensure that the correct action is taken and
 - 1.1.4 must keep a sufficient written record of the conversation completing the reporting form at Appendix 5 of this policy. The record should include:
 - (a) the date and time
 - (b) the place of the conversation and
 - (c) the essence of what was said and done by whom and in whose presence.
- 1.2 The record should be signed by the person making it and should use names, not initials. The record must be kept securely and handed to the Designated Safeguarding Lead DSL as soon as possible.
- 1.3 All evidence, for example, scribbled notes, mobile phones containing text messages, clothing, computers, must be safeguarded and preserved and passed to the Designated Safeguarding Lead DSL.
- 1.4 All suspicions or complaints of abuse must be reported to the Designated Safeguarding Lead DSL as soon as possible, unless it is an allegation against a member of staff in which case the procedures set out in Appendix 4 should be followed. If there is a risk of immediate serious harm to a child and it is not possible to report to the Designated Safeguarding Lead or Deputy Designated Safeguarding Lead, a referral should be made to children's social care immediately.



Other useful Information

Appendix 4 DEALING WITH ALLEGATIONS AGAINST STAFF

1 THE SCHOOL'S PROCEDURES

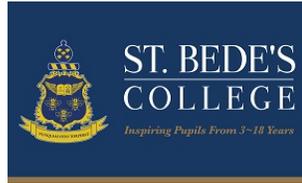
- 1.1 The School's procedures for dealing with allegations made against staff will be used where the member of staff or volunteer has:
 - 1.1.1 behaved in a way that has harmed a child, or may have harmed a child
 - 1.1.2 possibly committed a criminal offence against or related to a child; or
 - 1.1.3 behaved towards a child or children in a way that indicates he or she would pose a risk of harm if he or she works regularly or closely with children.
- 1.2 All such allegations must be dealt with as a priority so as to avoid any delay.
- 1.3 Any allegations not meeting these criteria will be dealt with in accordance with the Manchester Safeguarding Children Board's procedures.
- 1.4 The School will not make its own decisions about what appear to be borderline cases but will discuss any doubts and concerns with the LADO in the first instance. The School will not undertake its own investigation without prior consultation with the LADO or in the most serious cases the police so as not to jeopardise statutory investigations.

2 REPORTING AN ALLEGATION AGAINST STAFF OR VOLUNTEER

- 2.1 Where an allegation or complaint is made against any member of staff or volunteer, the matter should be reported immediately to the Head. In the absence of the Head, the report should be made to the Chair of Governors. Where appropriate, the relevant Head / Chair of Governors will consult with the Designated Safeguarding Lead DSL and the allegation will be discussed immediately with the LADO before further action is taken.
- 2.2 Where an allegation or complaint is made against the Head, the matter should be reported immediately to the Chair of Governors, or in his / her absence the Vice-Chair, without first notifying the Head. Again, the allegation will be discussed immediately with the LADO before further action is taken.
- 2.3 If it is not possible to report to the Head or Chair of Governors in the circumstances set out above, a report should be made immediately to the Designated Safeguarding Lead or, if he / she is unavailable, the Deputy Designated Safeguarding Lead. The Designated Safeguarding Lead will take action in accordance with these procedures and will as soon as possible inform the Head or, where appropriate, the Chair of Governors.
- 2.4 The person taking action in accordance with the procedures in this Appendix is known as the "case manager".

3 DISCLOSURE OF INFORMATION

- 3.1 The case manager will inform the accused person of the allegation as soon as possible after the LADO has been consulted.



Other useful Information

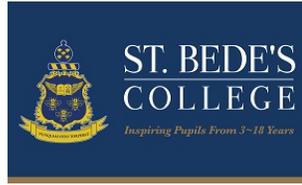
- 3.2 The Parents or carers of the child[ren] involved will be informed of the allegation as soon as possible if they do not already know of it. They will also be kept informed of the progress of the case, including the outcome of any disciplinary process.
- 3.3 Where the LADO advises that a strategy discussion is needed, or the police or children's social care need to be involved, the case manager will not inform the accused or the parents or carers until these agencies have been consulted and it has been agreed what information can be disclosed.
- 3.4 The reporting restrictions preventing the identification of a teacher who is the subject of such an allegation in certain circumstances will be observed.

4 ACTION TO BE TAKEN AGAINST THE ACCUSED

- 4.1 A school has a duty of care towards its employees and as such, it must ensure that effective support is provided for anyone facing an allegation. Individuals will be informed of concerns or allegations as soon as possible and given an explanation of the likely course of action, unless external agencies object to this. A representative will be appointed to keep him or her informed of the progress of the case and to consider what other support is available for the individual, as appropriate.
- 4.2 Where an investigation by the police or children's social care is unnecessary, the LADO will discuss the steps to be taken with the case manager. The appropriate action will depend on the nature and circumstances of the allegation and will range from taking no further action to dismissal or a decision not to use the person's services in the future.
- 4.3 It may be necessary to undertake a further investigation enquiry to determine the appropriate action. If so, the LADO will discuss with the case manager how and by whom the investigation will be undertaken. The appropriate person will usually be a senior member of staff, but in some instances it may be appropriate to appoint an independent investigator as advised by the Manchester Safeguarding Children Board.

4.4 SUSPENSION

- 4.4.1 Suspension will not be an automatic response to an allegation and will only be considered in a case where:
- (a) there is cause to suspect a child or other children at the School is or are at risk of significant harm or
 - (b) the allegation is so serious that it might be grounds for dismissal.
- 4.4.2 Suspension will not be automatic and consideration will be given to whether the result that would be achieved by suspension could be obtained by alternative arrangements, for example, redeployment either within or outside of the School or providing an assistant when the individual has contact with children. The LADO will be contacted for advice if necessary.
- 4.4.3 A member of staff will only be suspended if there is no reasonable alternative. If suspension is deemed appropriate, the reasons and justification will be recorded and the member of staff notified of those reasons in writing within one working



Other useful Information

day. Appropriate support will be provided for the suspended individual and contact details provided.

4.5 CRIMINAL PROCEEDINGS

4.5.1 The School will consult with the LADO following the conclusion of a criminal investigation or prosecution as to whether any further action, including disciplinary action, is appropriate and if so, how to proceed. The options will depend on the circumstances of the case, including the result of the police investigation or trial and the standards of proof applicable.

4.6 RETURN TO WORK

4.6.1 If it is decided that the person who has been suspended should return to work, the School will consider how best to facilitate this, for example, arranging a phased return and / or the provision of a mentor to provide assistance and support in the short term. The School will also consider how to manage the contact with the child[ren] who made the allegation.

5 CEASING TO USE STAFF

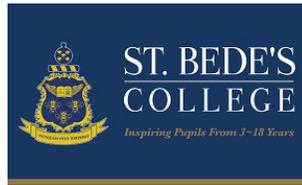
5.1 If the School ceases to use the services of a member of staff or volunteer because they are unsuitable to work with children, a settlement / compromise agreement will not be used and a referral to the Disclosure and Barring Service will be made as soon as possible if the criteria are met. Any such incidents will be followed by a review of the safeguarding procedures within the School, with a report being presented to the Governors without delay.

5.2 If a member of staff (or a governor or volunteer) tenders his or her resignation, or ceases to provide his or her services, any child protection allegations will still be followed up by the School in accordance with this policy and a referral will be made to the Disclosure and Barring Service as soon as possible if the criteria are met.

5.3 Where a teacher has been dismissed, or would have been dismissed had he / she not resigned, separate consideration will be given as to whether a referral to the Teaching Regulation Agency should be made. A prohibition order may be appropriate because of unacceptable professional conduct, conduct that may bring the profession into disrepute or a conviction at any time for a relevant offence.

6 TIMESCALES

6.1 All allegations must be dealt with as a priority so as to avoid any delay. Where it is clear immediately that the allegation is unsubstantiated or malicious, the case should be resolved within one week. It is expected that most cases of allegations of abuse against staff will be resolved within one month with exceptional cases being completed within 12 months. If the nature of the allegation does not require formal disciplinary action, the Head should institute appropriate action within three working days. If a disciplinary hearing is required and can be held without further investigation, it should be held within 15 working days.



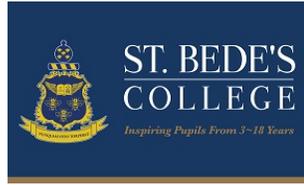
Other useful Information

7 UNSUBSTANTIATED OR MALICIOUS ALLEGATIONS

- 7.1 Where an allegation by a pupil is shown to have been deliberately invented or malicious, the Head will consider whether to take disciplinary action in accordance with the School's behaviour and discipline policy.
- 7.2 Where a parent has made a deliberately invented or malicious allegation the Head will consider whether to require that parent to withdraw their child or children from the school on the basis that they have treated the school or a member of staff unreasonably.
- 7.3 Whether or not the person making the allegation is a pupil or a parent (or other member of the public), the school reserves the right to contact the police to determine whether any action might be appropriate.

8 RECORD KEEPING

- 8.1 Details of allegations found to be malicious will be removed from personnel records.
- 8.2 For all other allegations, full details will be recorded on the confidential personnel file of the person accused. The record will be retained at least until the individual has reached normal retirement age or for a period of ten years from the date of the allegation, if this is longer.
- 8.3 An allegation proven to be false, unsubstantiated or malicious will not be referred to in employer references.



Other useful Information

Appendix 5 CHILD PROTECTION ALLEGATION / CONCERN FORM

If you suspect that a child may be being abused, whether physically or emotionally, it is not your responsibility to take control of the situation or to decide whether the abuse is actually taking place. However, you do have a responsibility to inform the appropriate staff about your concerns so that they may make enquiries and take any action necessary for the well-being of the child.

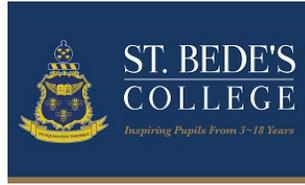
However, minors your concern, you should share it with one of the Designated Safeguarding Lead DSLs for Child Protection as provided in the Child Protection Policy, who will take responsibility for any referrals to outside agencies that are necessary. If it is felt that a referral is not required at this stage the information will be stored in a child protection file. These files will be monitored to see if there are any patterns.

Please ensure that confidentiality is maintained as far as possible. Only discuss your concerns on a need to know basis and do not disclose the identity of those involved unless absolutely necessary.

1. Recorder's Details	
Title:	Mr / Mrs / Miss (<i>Delete as appropriate</i>)
Name:	
Position:	
Signature:	Date:

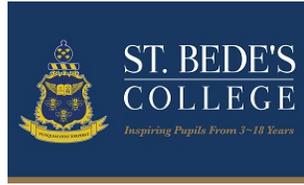
2. Details of young person/s making disclosure
Name of young person:
Form:

3. Details of person about whom disclosure is being made
Name:
Position/relationship to young person/s



Other useful Information

4. Specific details of the concerns/allegations:
Date/Time/Location of any incidents
How did the concern/allegation come to your attention?
Nature of concern/ allegation



Other useful Information

Appendix 6 Other safeguarding issues

Children and the court system

Children are sometime required to give evidence in criminal courts, either for crimes committed against them or for crimes they have witnessed. There are two age appropriate guides to support children 5-11-year olds and 12-17 year olds.

They explain each step of the process and support and special measures that are available. There are diagrams illustrating the courtroom structure and the use of video links is explained. Making child arrangements via the family courts following separation can be stressful and entrench conflict in families. This can be stressful for children. The Ministry of Justice has launched an online child arrangements information tool with clear and concise information on the dispute resolution service. This may be useful for some parents and carers.

Children with family members in prison

Approximately 200,000 children have a parent sent to prison each year. These children are at risk of poor outcomes including poverty, stigma, isolation and poor mental health. NICCO provides information designed to support professionals working with offenders and their children, to help mitigate negative consequences for those children.

Domestic abuse

The cross-government definition of domestic violence and abuse is:

Any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to:

- psychological;
- physical;
- sexual;
- financial; and
- emotional

Exposure to domestic abuse and/or violence can have a serious, long lasting emotional and psychological impact on children. In some cases, a child may blame themselves for the abuse or may have had to leave the family home as a result. Domestic abuse affecting young people can also occur within their personal relationships, as well as in the context of their home life.

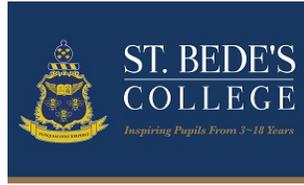
Advice on identifying children who are affected by domestic abuse and how they can be helped is available at:

NSPCC- UK domestic-abuse signs symptoms effects

Refuge what is domestic violence/effects of domestic violence on children

Safe young lives: young people and domestic abuse

The College will work with the police through the unique partnership Operation Encompass. Children and young people are both heard and supported through this partnership.

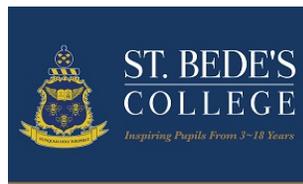


Other useful Information

Homelessness

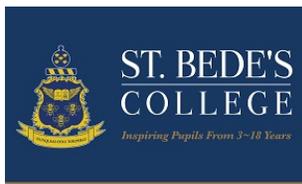
Being homeless or being at risk of becoming homeless presents a real risk to a child's welfare. The designated safeguarding lead (and any deputies) should be aware of contact details and referral routes in to the Local Housing Authority so they can raise/progress concerns at the earliest opportunity. Indicators that a family may be at risk of homelessness include household debt, rent arrears, domestic abuse and anti-social behaviour, as well as the family being asked to leave a property. Whilst referrals and or discussion with the Local Housing Authority should be progressed as appropriate, this does not, and should not, replace a referral into children's social care where a child has been harmed or is at risk of harm.

In most cases school and college staff will be considering homelessness in the context of children who live with their families, and intervention will be on that basis. However, it should also be recognised in some cases 16 and 17 year olds could be living independently from their parents or guardians, for example through their exclusion from the family home, and will require a different level of intervention and support. Children's services will be the lead agency for these young people and the designated safeguarding lead (or a deputy) should ensure appropriate referrals are made based on the child's circumstances.



Other useful Information

Service	Contact if	Name of contact	Telephone Number	Email/website
Children's Social Care (Local Authority)	You have concerns about a child or young person in your care	Manchester Stockport Contact Centre Tameside Contact Centre Trafford Contact Centre	0161 234 5001 0161 217 6028 (0161 718 2118) 0161 342 4186 (0161 342 2222) 0161 912 5125(0161 912 2020)	
Local Children's Safeguarding Board (Local Authority)	You are concerned about a child or young person but are not sure how to proceed Concern related to a member of staff	M S C B Majella O' Hagan Greater Manchester Safeguarding Partnership Ground floor Red Block Wenlock Way Offices Wenlock Way West Gorton M12 5DH	0161 234 5001 0161 234 1214	majella.o'hagan@manchester.gov.uk
Prevent Duty (Department of Education)	You are concerned about a child or young person who might be at risk of extremism	LA Prevent Lead: Jane Murphy	Gov hotline: 020 7340 7264 LA Prevent Lead: Jane Murphy 0161 2457171	Prevent contact: Jane Murphy jane.murphy5@manchester.gov.uk counter.extremism@education.gsi.gov.uk
Channel Programme (Gov)	You are concerned about a child or young person who might be at risk of extremism	Local Channel representative: Julie Haworth	Local Channel Representative: Julie Haworth 0161 856 6362 For referrals to Channel or for more information around the process, in the first instance contact your LA Prevent Coordinator.	Prevent contact: Julie Haworth julie.haworth@gmp.police.uk counter.extremism@education.gsi.gov.uk



Other useful Information

Female Genital Mutilation helpline (NSPCC)	Mandatory reporting! Apply in cases of 'known' FGM - i.e. instances which are disclosed by the victim and/or are visually confirmed (by health professionals)		<ul style="list-style-type: none"> • Immediate danger: 999 • Concerned: FGM (NSPCC) hotline 24/7: 0800 028 3550 	fgmhelp@nspcc.org.uk
Child Sexual Exploitation (NSPCC)	You know a child is in immediate danger or are concerned about a child but unsure what to do		<ul style="list-style-type: none"> • Immediate danger: 999 • Unsure: NSPCC hotline: 0808 800 5000 • LSCB: 	www.nspcc.org.uk
Childline NSPCC	You are a pupil in need of help You are a child who is being bullied You are a child who has a concern about internet safety		<ul style="list-style-type: none"> • Childline: 0800 1111 • NSPCC: 0808 800 5000 	
Ofsted's whistle-blower Hotline NSPCC	You are concerned about an action within the establishment that is detrimental to pupils or staff and is not being acted upon		0300 123 3155 08000280285	
Independent School Inspectorate	Staff, pupils, parents or indeed anyone with a safeguarding concern about an independent school		02076000100	concerns@isi.net