

Lord Derby Academy reporting procedures

Recognise. Respond. Record. Refer.
Support.

Staff have concerns about a pupil



Concern or incident reported to the Safeguarding team



If referral is not required, school will take the relevant action. This may include Early Help. School monitors the situation



Referral made if concerns escalate



Member of the Safeguarding Team makes referral to Children's Social Care (and calls police if appropriate)



All concerns reported are logged on the school's safeguarding recording system



At all stages, staff should keep the pupil's circumstances under review and re-REFER if appropriate. The child's best interests must always come first.

Useful contacts and online resources

Childline

0800 1111 www.childline.org.uk

NSPCC Helpline

0808 800 5000 Help@nspcc.org.uk

Lesbian, Gay, Bisexual, Transgender

0345 3 30 30 30 www.lgbt.foundation

Young Carers

0151 443 35047

Protection Helpline

0808 8800 5000

Mental Health Support

Papyrus

0800 068 4141

Kooth (counselling)

www.kooth.com

Young Minds

www.youngminds.com

Emergency services

If a child is believed to be at immediate risk or harm out of school hours call

999

I Matter

Parent Pocket Guide to Child Protection and Safeguarding

Contact the Safeguarding Team with any concerns on 0151 477 8860



Mrs A Cundle
Designated Safeguarding Lead



Mrs C Sergison
Deputy Safeguarding Lead



Mrs J Kelly
Safeguarding Officer



Ms G Jones
Safeguarding officer



Mrs H Johnson
Safeguarding officer



Mrs T Grant
Operation Encompass

What is safeguarding?

Safeguarding is the action taken to promote the welfare of children and to protect them from harm.

Safeguarding means protecting children from abuse and maltreatment, preventing harm to children's development or health and ensuring children grow up with the provision of safe and effective care.

Who can harm a pupil?

Harm to a pupil can be caused by a parent or carer, a family member or friend, another child, a stranger or a member of staff or a Disclosed and Barred Service (DBS) checked adult working closely with pupils.

Regardless of the source of harm you MUST report your concern.

If your concern is about a staff member or visitor, you should report this to the Designated Safeguarding Lead (DSL) or the Headteacher.

If your concern is about the Headteacher, you should inform the Chair of governors.

We follow British Values:

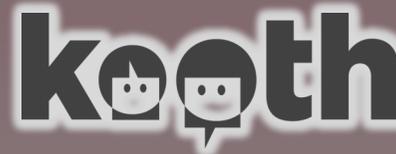
- Democracy
- The rule of the law
- Individual liberty
- Mutual respect
- Tolerance to different cultures and religious

The four categories of abuse are:

- Physical
- Emotional
- Sexual
- Neglect

Included in these categories of abuse are the following acts which are harmful to children and are against the law in the UK.

- *Domestic Violence*
- *Child Sexual Exploitation (CSE)*
- *Forced Marriage and 'Honour based' Violence (HBV)*
- *Female Genital Mutilation (FGM)*
- *Youth Produced Sexual Imagery (YPSI) or Sexting*
- *Radicalisation and extremism*
- *Peer on peer abuse*



www.Kooth.com

Signs we look out for:

Significant changes in behaviour

- *Self-injury*
- *Depression or anxiety*
- *Unexplained injuries*
- *Extreme anger or sadness*
- *Withdrawn behaviour*
- *Attention seeking behaviour*
- *Increased absence from school and truancy*
- *Inappropriate use of language*
- *Weight change*
- *Noticeable change in hygiene and appearance*



0800 77 66 00 talktofrank.com