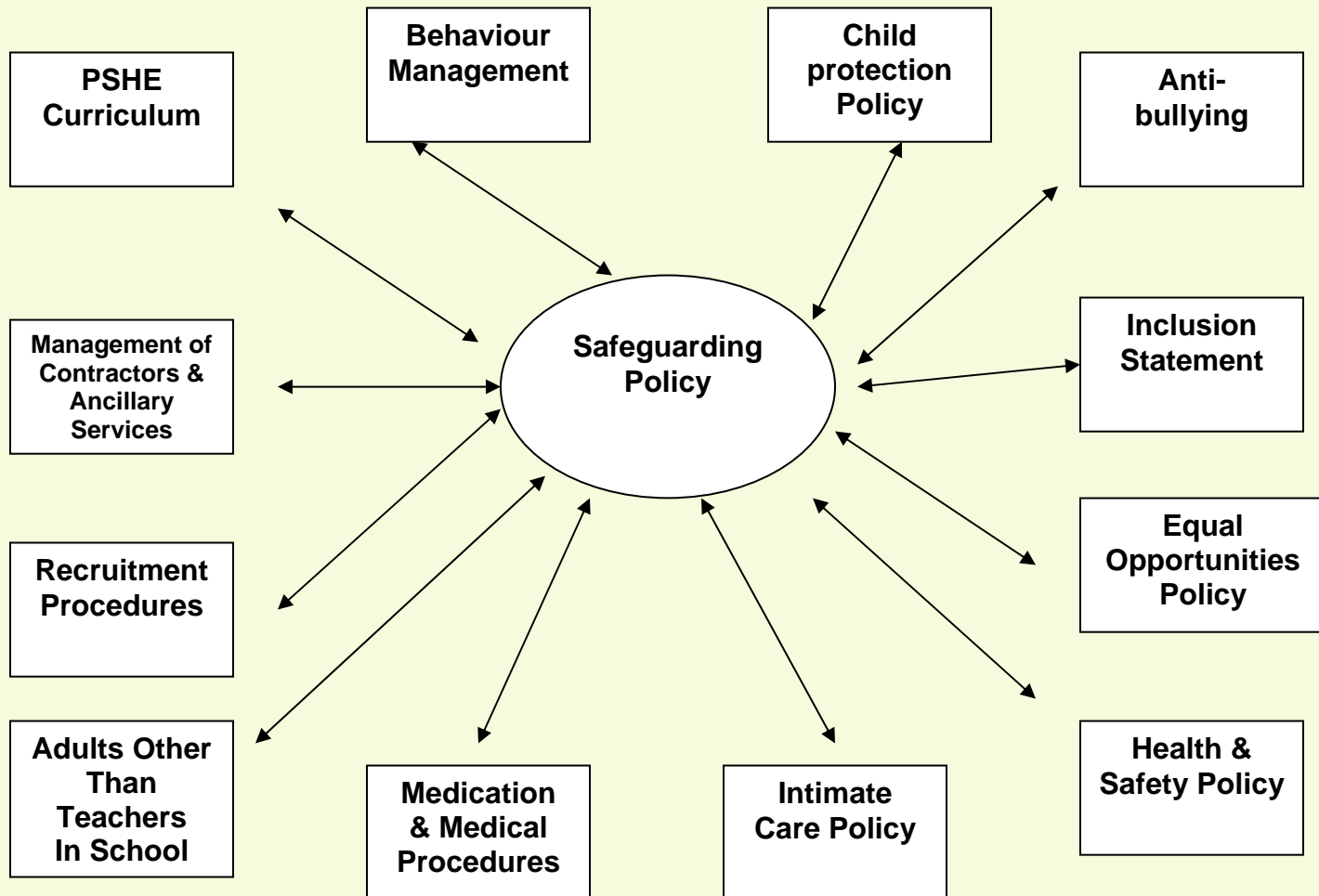


Redbridge High School Safeguarding Policy



Redbridge High School Safeguarding Policy

- In line with all policies of the school, (see inclusion statement) the school is committed to ensuring that all pupils;
 - Enjoy and Achieve
 - Are healthy
 - Enjoy economic wellbeing
 - Make a contribution to their community
 - **Stay safe.**
- The school recognizes that a range of policies and procedures will contribute to a safe environment.
- The school safeguarding policy is therefore a matrix of linked policies and procedures that include the management of staff and visitors, the management of the site and ancillary services and equipment, direct teaching of pupils through the curriculum and the generation of a safeguarding culture within the school community.

SAFEGUARDING CULTURE

1. Policies will be reviewed on a regular basis and key policies i.e. child protection will be covered annually with all staff.
2. All staff will be reminded of their duty with regards to maintaining a safe school, i.e. questioning callers or not allowing entry until signed in at the office, adhering to health and safety policies, reporting hazards or concerns to senior staff.
3. The child protection coordinator and deputy will attend the annual updates on safeguarding offered by the L.A. or safeguarding board and ensure school procedures and policies reflect current recommendations.
4. Governors will appoint a safeguarding governor to oversee this area on behalf of the governing body.
5. Safeguarding will form a vital part of induction procedures for all staff.
6. Individual support and group sessions relating to staying safe will form an integral part of the PSHE curriculum.

MANAGEMENT OF STAFF AND VISITORS.

Recruitment Procedures

1. All posts advertised for the school will require enhanced disclosure and will be advertised as such.
2. References will be requested for all short listed candidates for all posts prior to interview. Two references will be required, one

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- from the candidates current line manager. All reference requests will follow a standard format. (Appendix 1)
3. Permission will be sought from the Director of Education for successful candidates to commence prior to CRB checks being completed if necessary however the successful candidate will work under supervision and not carry out any duty that may be deemed as sensitive, i.e. personal care, physical intervention until the checks are complete.
 4. All posts will be offered only subject to satisfactory checks references and medical reports are received.
 5. Induction procedures will include face to face discussion with a senior member of staff on the subject of safeguarding pupils.

Management of Visitors

1. All visitors will be required to sign in and wear a visitors' badge.
2. Regular visitors to the school will be required to read and sign the school's safeguarding screening document which will then be kept on record. Visitors deemed as regular include:
 - Social Workers
 - Therapists & allied medical professionals
 - LA officers and any associated officials unless accompanied by a member of staff at all times.
 - Other professionals working as part of the team around the child.
3. Additional visitors if not accompanied at all times by a member of staff whilst on the school premises will also be asked to complete the screening document.
4. Contractors who access the site regularly whilst pupils are on the premises will also be required to complete the screening document. This will include firms servicing equipment, i.e. wheelchairs, hoists, etc, firms carrying out minor essential repairs.
5. Any contract with firms carrying out works whilst pupils are on the premises will be required to complete the screening documents as part of the contracting process.

Requirement for Enhanced CRB Checking.

1. All contracted services that have staff on site during school hours will be required to produce evidence of the appropriate checks having taken place.
2. Supply/agency staff will be required to produce evidence of the appropriate checks.

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3. Members of the governing body will require enhanced CRBs.

MANAGEMENT OF THE PREMISES.

1. The school will appoint a senior member of staff to liaise with the site manager to ensure L.A. policies and procedures in relation to health and safety are implemented. (Currently the Deputy Headteacher).
2. Senior teacher with responsibility for Base 1 will ensure appropriate checks and servicing of hoisting and lifting equipment.
3. The staff development coordinator will ensure that the appropriate training is provided on a regular basis in relation to health and safety issues.
4. The school currently contracts a clerk of works service (Liverpool 20/20) to oversee works on the school premises and the school will include a requirement to ensure safeguarding measures are taken in the contracting and tendering process.

MANAGEMENT OF THE CURRICULUM

1. The PSHE curriculum will, include programmes of study to cover safeguarding issues.
2. The sex education programme will also include elements of safeguarding including individual sessions for pupils deemed to be vulnerable or at risk.
3. The Independent living skills programme will also cover elements of staying safe as they relate to personal safety in the home and in the community.

October 2010