

Castlewood School

Safeguarding Policy



This is a core policy that forms part of the induction for all staff.

It is a requirement that all members of staff have access to this policy and sign to say they have read and understood its contents.

Date written	November 2021
Date of last update	October 2020
Date agreed and ratified by governing body (LAB)	December 2021
Date of next full review	October 2022

This policy will be reviewed at least annually and/or following any updates to national and local guidance and procedures.

Key contacts

	Name	Contact details
Headteacher	Trevor Scott	office@castlewoodschool.co.uk 0121 748 9760
Designated safeguarding lead (DSL)	Trevor Scott	office@castlewoodschool.co.uk 0121 748 9760
Deputy designated safeguarding lead	Maggie Farrell	office@castlewoodschool.co.uk 0121 748 9760
Senior mental health lead	Trevor Scott	office@castlewoodschool.co.uk 0121 748 9760
Safeguarding Governor (LAB Member)	Janet Webber	office@castlewoodschool.co.uk 0121 748 9760



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Child-focused approach to safeguarding

Introduction

The purpose of this policy statement is:

- to protect children and young people who attend Castlewood School from harm;
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to safeguarding.

This policy applies to everyone.

Policy context

This policy is derived from a variety of legislative provisions and statutory guidance. In particular, it is based upon the requirements and best practice outlined in:

- Keeping Children Safe in Education 2021 (KCSIE)
- Working Together to Safeguard Children 2018 (WTSC)
- Ofsted: Education Inspection Framework' 2021
- Framework for the Assessment of Children in Need and their Families 2000
- Solihull MBC Safeguarding Children Procedures
- Early Years and Foundation Stage Framework 2021 (EYFS)

Section 175 of the Education Act 2002 requires school governing bodies, local education authorities and further education institutions to make arrangements to safeguard and promote the welfare of all children who are pupils at a school, or who are students under 18 years of age. Such arrangements will have to have regard to any guidance issued by the Secretary of State.

The duties for all academies – including all free schools and independent schools – to safeguard and promote the welfare of pupils at the school is set down in Part 3 of the schedule to the [Education \(Independent School Standards\) Regulations 2014](#).

Castlewood School's policy reflects these duties and complies with our funding agreement and articles of association.



Safeguarding statement

Castlewood School recognise our statutory responsibility to safeguard and promote the welfare of all children. Safeguarding is everybody's responsibility and all those directly connected (staff, volunteers, governors, leaders, parents, families, and learners) are an important part of the wider safeguarding system for children and have an essential role to play in making this community safe and secure.

Castlewood School believes that the best interests of children always come first. All children (defined as those up to the age of 18) have a right to be heard and to have their wishes and feelings taken into account and all children regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.

Castlewood School recognises the importance of providing an ethos and environment within school that will help children to be safe and to feel safe. In our school children are respected and are encouraged to talk openly. We will ensure children's wishes and feelings are taken into account when determining what safeguarding action to take and what services to provide.

Our core safeguarding principles are:

Prevention: positive, supportive, safe culture, curriculum and pastoral opportunities for children, safer recruitment procedures.

Protection: following the agreed procedures, ensuring all staff are trained and supported to recognise and respond appropriately and sensitively to safeguarding concerns.

Support: for all learners, parents and staff, and where appropriate specific interventions are required for those who may be at risk of harm.

Working with parents and other agencies: to ensure timely, appropriate communications and actions are undertaken when safeguarding concerns arise.

Safeguarding policies and procedures

We have a number of policies and procedures in place that contribute to our safeguarding commitment, including our Child Protection Policy which can be viewed in the policies section on our website at: <https://castlewoodschool.co.uk/>

The school office can be contacted by email office@castlewoodschool.co.uk or by telephone: 07854 494612



Policies, procedures and requirements	Where you will find the policy/procedure
Child Protection Policy*	https://castlewoodschool.co.uk/
Looked after and previously looked after children – designated teacher*	On request from school office
Pupil premium statement*	On request from school office
Mental health and wellbeing	On request from school office
Equality Policy (MHAT)*	https://castlewoodschool.co.uk/
Special educational needs and disabilities*	On request from school office
Accessibility plan*	On request from school office
Premises management documents*	On request from school office
Healthy and safety*	On request from school office
Risk assessments*	On request from school office
First aid*	On request from school office
Attendance	On request from school office
Behaviour management and use of physical intervention*	On request from school office
Behaviour principles written statement*	On request from school office
Exclusions*	On request from school office
Anti-bullying	On request from school office
Online safety	On request from school office
Acceptable use of social media	On request from school office
Mobile and smart technology	On request from school office
Data protection and information sharing*	https://castlewoodschool.co.uk/
Protection of biometric information*	On request from school office
Children with health needs who cannot attend school*	On request from school office
Medicines in school*	On request from school office
Personal and intimate care	On request from school office
Grievance Policy and Procedure (MHAT)*	https://castlewoodschool.co.uk/
Code of conduct for employees (MHAT)	https://castlewoodschool.co.uk/
Bullying and harassment Policy (MHAT)	https://castlewoodschool.co.uk/
Safer recruitment	On request from school office
Single central record of recruitment and vetting checks*	On request from school office
Visitors' protocol	On request from school office
Governor code of conduct	On request from school office
Relationships and sex education*	On request from school office
Drug and alcohol education/managing substance related incidents	On request from school office
Educational visits	On request from school office
Complaints Policy (MHAT)*	https://castlewoodschool.co.uk/
Whistleblowing Policy (MHAT)*	https://castlewoodschool.co.uk/
Confidentiality	On request from school office