

# **Child Protection and Safeguarding Protocol**

**September 2024**

## Leadership of Safeguarding

# Safeguarding Team



**Mr Peter Dolan**  
Designated Lead - PRD



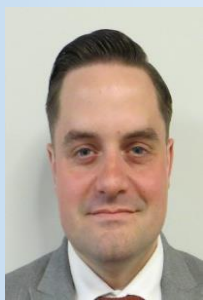
**Mrs Fakraz Ahmed**  
Deputy DSL - FBA



**Mrs Theresa Jagger**  
Deputy DSL - THJ



**Mr Luke Cole**  
Head of Year 7  
LKC



**Mr Joe Bell**  
Head of Year 8  
JJB



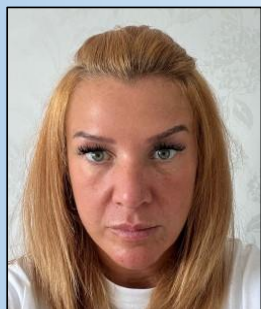
**Mr Sunny Bhatti**  
Head of Year 9  
SSB



**Mr Deroy White**  
Head of Year 10  
DRW



**Mrs Karen Hull**  
Head of Year 11  
KNH



**Mrs Claire Holden**  
CLH



**Miss Kelly Ball**  
KLB



**Mrs Helen Boyd**  
HEB



**Mr Neil Adams**  
NEA

If you have ANY concerns about the welfare of a child or an adult in school, please contact one of the safeguarding team via reception - 13101

**Tel: 01274 881082 Ext: 13115 / 13222**

## Who to contact in school

Issue	Who to contact
Anxiety attack	Wellbeing room / First Aider / Head of Year
Self harm	<b>Press call out</b> Safeguarding and First aider
Comments about suicide / dark thoughts	<b>Press call out</b> Safeguarding
Jokes about suicide	Year Team / behaviour

## Out of hours emergency contacts

CONTACTS - Bradford Children's Social Care
<ul style="list-style-type: none"> <li>• During office hours (8.30am – 5pm Monday to Thursday, 4.30pm on Friday) call Children's Social Services Initial Contact Point on <b>01274 437500</b></li> <li>• At all other times, Social Services Emergency Duty Team on <b>01274 431010</b></li> <li>• If you have reason to believe that a child is at <b>IMMEDIATE RISK OF HARM</b>, contact the police on <b>999</b></li> <li>• For all general enquiries, please contact Children's Specialist Services on <b>01274 435600</b> <b>ALSO REFER TO CONTACT DETAILS IN (APPENDIX 3) FLOWCHART</b></li> </ul>

### IF IN DOUBT –ACT!

It is the responsibility of all members of staff to ensure that safeguarding concerns are reported to a Safeguarding Lead in the appropriate school as soon as reasonably possible. The Safeguarding Lead may have other information regarding a student, or their family, of which staff may not be aware.

#### Procedures to follow:-

#### You may have a concern about a student's well-being based on:

- Something the student/adult/parent has told you
- Something you have noticed about a student's behaviour, health or appearance
- Something another professional said or did

It is never your decision alone how to respond to concerns, but it is always your responsibility to share your concerns, no matter how small.

## Organisation of Safeguarding

All staff can log a cause for concern on CPOMs and they receive training on how to do this succinctly, timely and accurately. The safeguarding team then categorise each record/log and assign a member of the team where appropriate. When required, logs are linked to previous concerns or actions.

If staff have concerns about a colleague's practice then these concerns should be addressed to the headteacher, unless they are about the Headteacher In which case they should be reported to the CEO. If concerns are about the CEO they should be reported to the Chair of the Trust.

### **A good CPOMs entry will:**

- Be clear and concise - bullet point style (avoid long sentences)
- Provide details of the concern you have.
- Include what the child has said plus any TED questions you have used (Tell me..., Explain...Describe).
- Include which DSL/ DDSL you have spoken to about your concern.
- Use full name, then use initials.

The safeguarding team meet fortnightly to review key children, outstanding actions from children's services and any patterns of concern. They use this time to prioritise, allocate families to a DSL/ DDSL, monitor open cases, identify any associated action needed and PRAG students.

Meeting time is also used for supervision to review individual cases or discuss forthcoming meetings, conferences etc.

The DSL will meet the Headteacher on a weekly basis.

## Child protection training and updates

Annual safeguarding training is delivered on the first INSET day of the academic year. September - The updated KCSIE and the child protection policy is shared with all staff who sign to say they have received and understood it. March - Child protection training/ update is carried out. First briefing of a new half term - Staff briefing consists of a child protection update. Weekly safeguarding briefings and a monthly trust safeguarding quiz.

## How students report their worries and concerns

At Beckfoot Thornton, we promote a culture of listening and train our staff on developing highly professional, trusting relationships. Because of this, most students report their worries orally to staff. All assemblies and PSHE lessons include details of organisations that can support any issues. Planners include contact details for Childline. Students can report their concerns using the drop boxes at the hub, the library and outside the safeguarding office.

Staff who are alerted to a safeguarding concern will:

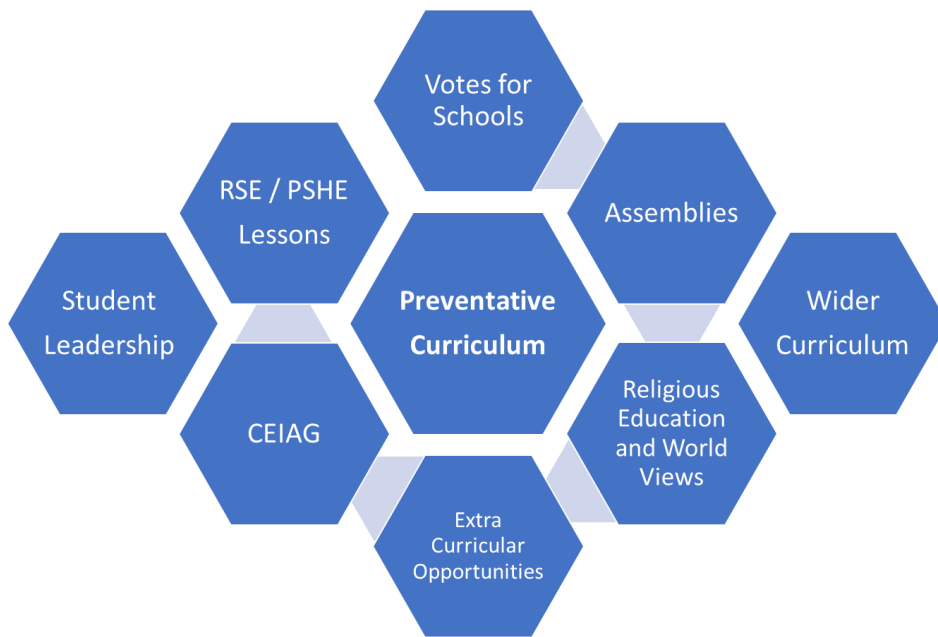
- Use the 'TED' approach (Tell me... Explain... Describe) to find out details
- Listen attentively and remember the details of what is being said
- Reassure the student and tell them that you cannot keep this a secret and will pass it onto a trusted adult

- Make a written record as soon as possible after a disclosure then record on CPOMs
- Seek advice from a DSL/DDSL

## Preventative Curriculum

At Beckfoot Thornton our PSHE education acknowledges and addresses the changes that young people are experiencing, beginning with transition to secondary school, the challenges of adolescence and their increasing independence. It teaches the skills which will prepare them for the opportunities and challenges of life. Pupils are encouraged to manage relationships and the increasing influence of peers and the media. Our PSHE curriculum is designed to instil a sense of confidence so that they can make a full and active contribution to society.

The preventative curriculum is delivered as part of the curriculum, in RSE lessons, In assemblies and tutor time. In extended tutorial lessons students discuss current affairs and world issues every week using the VotesforSchools platform. This gives students a voice on the issues that affect them the most, improves oracy, confidence and critical thinking, and consistently embeds SMSC, British Values, online safety and Prevent. All students attend a weekly assembly in the school hall. Important International, National and Local events are recognised and there is an emphasis on resilience, safety, mental health and the protected characteristics.



## Online Safety

Smoothwall monitoring is used to protect student and staff devices. Any device that accesses dangerous material immediately alerts the IT team and the headteacher/DSL. Additionally, the overview is shared with the HT and DHT on a weekly basis. The IT team regularly test different devices both onsite and remotely to check the system.

Remote teaching, both live and recorded, is managed through Microsoft 365 with strict privacy controls and scheduled activities. All staff adhere to the same professional expectations and should be vigilant to safeguarding concerns.

Regular updates are sent home to families to remind them about the importance of online safety as well as information being signposted on the school website, in lessons and in assemblies.

## How Beckfoot Trust works with multi-agency partners

Beckfoot Trust has a pivotal role to play in multi-agency safeguarding arrangements. Beckfoot Trust must ensure its schools contribute to multiagency working in line with statutory guidance Working Together to Safeguard Children.

Locally, the three safeguarding partners (the local authority; a clinical commissioning group for an area within the local authority; and the chief officer of police for an area (any part of which falls) within the local authority area) will make arrangements to work together with appropriate relevant agencies to safeguard and promote the welfare of local children, including identifying and responding to their needs. It is especially important that schools and colleges understand their role in the three safeguarding partner arrangements.

Beckfoot Trust shares a purpose with parents/carers to keep children safe from harm and to have their welfare promoted. Beckfoot Trust takes child protection and safeguarding very seriously. If your child informs staff members at their school of any issues which cause us concern, we may request the help of outside agencies. Depending on the nature of the concern and the severity of the issue, we may or may not contact parents/carers regarding the disclosure the child has made.

Please be aware that our aim is always to act professional with the child's safety and best interest at the forefront. We are committed to working positively, open and honestly with parents/carers. We ensure that all parents/carers are treated with respect, dignity and courtesy. We respect parents/carers' rights to privacy and confidentiality and will not share sensitive information unless we have permission, or it is necessary to do so to protect a child.

Each school will share with parents/carers any concerns we may have about their child unless to do so may place the child at risk of harm. Schools will endeavour to discuss all concerns with parents/carers about their child/ren. However, there may be exceptional circumstances when a school will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Safeguarding Partnership's Child Protection Procedures). Our schools will, of course, always aim to maintain a positive relationship with all parents/carers. The Beckfoot Trust's Child Protection and Safeguarding Policy is available to all parents/carers upon request and online. We will seek ways to communicate with parents and carers to make them aware of the risks children face online, and how they can safeguard their children online at home.

No single professional can have a full picture of a child's needs and circumstances. If children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action. Although inter agency working and information sharing are vital in identifying and tackling all forms of abuse, it is clear they are especially important to identify and prevent child sexual and/or criminal exploitation. Beckfoot Trust recognises that 'working together' with a 'shared endeavour' is essential to establish positive and effective working relationships with other agencies. These include safeguarding partners who work for the Local Authority, Health and Police, Health.

The Data Protection Act 2018 and UK GDPR do not prevent the sharing of information for the purposes of keeping children safe. Fears about sharing information must not be allowed to stand in the way of the need to safeguard and promote the welfare and protect the safety of children.

## Safeguarding within Bradford Metropolitan District Council

Bradford Metropolitan District Council are part of the West Yorkshire Consortium, which consist of Bradford, Leeds, Wakefield, Kirklees and Calderdale. School staff, DSLs and parents/carers can access this site for further information on each safeguarding processes.

- [West Yorkshire Consortium Inter Agency Safeguarding and Child Protection Procedures \(proceduresonline.com\)](http://proceduresonline.com)

The Bradford Partnership is a multi-agency partnership established under the Children Act 2004 and subsequent legislation such as Working Together 2018. They are not an operational body – our role is to monitor the quality and consistency of safeguarding practice and training across all our partner agencies, ensuring continuous improvement in practice and contributing to the broader planning, commissioning, and delivery of services.

Their latest annual report, outlining priorities for partnership working can be found here.

- [Safer Bradford - Home](#)

## Bradford Children's Social Care

Bradford Children and Families Trust has been established as a community interest company limited by guarantee, wholly owned by Bradford Council, to provide a long-term and sustainable platform to realise improved performance and deliver high-quality and innovative social care services to children, young people and their families within the Bradford Metropolitan District. Bradford Council continues to have statutory and professional responsibility for the strategy and effectiveness of children's services, but has contracted the Trust to provide those services on the council's behalf.

- [Bradford Children and Families Trust \(bradfordcft.org.uk\)](http://bradfordcft.org.uk)



**Do you need to talk to us about a concern you have about a child or young person?**

**Bradford Children's Services**  
now has a dedicated practitioners' advice and referral contact number.

Call **01274 433999** if you want to seek support and/or raise a concern about a child or young person. If you are not sure whether a child is at risk, you can call us and discuss the circumstances.

**Before contacting us, have you done everything you can to help and support the family?**

**Opening hours**  
**Monday to Thursday 8.30am to 5.00pm**  
**Fridays 8.30am to 4.30pm**  
Our Emergency Duty Team will continue to take emergency out of hours calls on **01274 431010**

**children AT THE heart OF all we do**

The wording in this publication can be made available in other formats such as large print and Braille. Please call 01274 439255



Trust schools must refer to Bradford Social Care if they feel a child is at risk or harm or abuse. Beckfoot Trust Schools have their own local safeguarding protocol, which outlines the steps to take if you are concerned about a child.

Beckfoot Trust schools work in partnership with Bradford Children's Social Care by attending networks, DSL training, referring to the integrated front door team and working with locality based social workers.

DSL's or members of the Safeguarding Team can make direct referrals to the Integrated Front Door/MASH team.

Schools must reference the Bradford Continuum of Need when deciding whether to make a referral or not.

- [con-10-02-23update.pdf \(saferbradford.co.uk\)](#)

## Harmful sexual behaviour

Beckfoot Trust Schools use the Bradford Protocol to support their work when considering a child may be displaying harmful sexual behaviour.

- [harmful-sexual-behaviours-protocol-april-2021.pdf \(saferbradford.co.uk\)](#)

## Child exploitation

Beckfoot Trust Schools can refer directly to the CE hub, using the risk assessment document.

- [ce-risk-assessment-feb-2023](#)

## Health

The Bradford District and Craven Health Care Partnership is one of the Statutory Safeguarding partners. They have an obligation to attend strategy meetings and Initial Child Protection Case Conferences (ICPCC). If any health needs are identified for a child or family, health must work with them to resolve the outcomes.

- [Bradford District and Craven Health and Care Partnership - Bradford District and Craven Health and Care Partnership \(bdcpartnership.co.uk\)](#)

## Police

Members of the police sit within the MASH, and are part of discussions when practitioner make initial contact regarding concerns about a child. Members of the Police also attend Initial Child Protection Case Conferences (ICPCC) and strategy meetings.

- [Home page | West Yorkshire Police](#)



## Domestic abuse

In April 2021, the Domestic Abuse Act 2021 received Royal Assent and introduced a statutory definition for the first time. Definition The Domestic Abuse Act 2021 (Part 1) defines domestic abuse as any of the following behaviours, either as a pattern of behaviour, or as a single incident, between two people over the age of 16, who are 'personally connected' to each other: (a) physical or sexual abuse; (b) violent or threatening behaviour; (c) controlling or coercive behaviour; (d) economic abuse (adverse effect of the victim to acquire, use or maintain money or other property; or obtain goods or services); and (e) psychological, emotional or other abuse. People are 'personally connected' when they are or have been married to each other or civil partners; or have agreed to marry or become civil partners. If the two people have been in an intimate relationship with each other, have shared parental responsibility for the same child, or they are relatives.

The definition of Domestic Abuse applies to children if they see or hear, or experience the effects of, the abuse; and they are related to the abusive person. This can have a detrimental and long-term impact on their health, well-being, development, and ability to learn. (The definition can be found here: <https://www.legislation.gov.uk/ukpga/2021/17/part/1/enacted>)

Types of domestic abuse include intimate partner violence, abuse by family members, teenage relationship abuse and child/adolescent to parent violence and abuse. Anyone can be a victim of domestic abuse, regardless of sexual identity, age, ethnicity, socio-economic status, sexuality or background and domestic abuse can take place inside or outside of the home. The abuse can encompass, but is not limited to: psychological; physical; sexual; financial; and emotional. All children can witness and be adversely affected by domestic abuse in the context of their home life where domestic abuse occurs between family members. 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.

The National Domestic Abuse helpline can be called free of charge and in confidence, 24 hours a day on 0808 2000 247

**Operation Encompass** operates in all police forces across England. It helps police and schools work together to provide emotional and practical help to children. The system ensures that when police are called to an incident of domestic abuse, where there are children in the household who have experienced the domestic incident, the police will inform the key adult (usually the designated safeguarding lead) in school before the child or children arrive at school the following day. This ensures that the school has up to date relevant information about the child's circumstances and can enable immediate support to be put in place, according to the child's needs. Operation Encompass does not replace statutory safeguarding procedures. Where appropriate, the police and/or schools should make a referral to children's social care if they are concerned about a child's welfare.

## Resolving disagreements and escalation

At times, Beckfoot Trust schools may disagree with decisions made by Bradford Children's Social Care. Currently, the first step for resolution is over the phone via the front door. However, if DSL's wish to make a further complaint and escalate, the process can be found here.

- [Safer Bradford - Resolving Multi Agency Professional Disagreements and Escalation](#)

DSL's also are able to make a direct complaint to the West Yorkshire Consortium.

- [West Yorkshire Consortium Inter Agency Safeguarding and Child Protection Procedures \(proceduresonline.com\)](https://proceduresonline.com)