

SAFEGUARDING

BRIGHTON HILL COMMUNITY SCHOOL



SAFEGUARDING POLICIES

- Child Protection policy
- Safeguarding policy
- Behaviour Management policy
- First Aid policy
- Health and Safety policy
- Sex and Relationship Education
- SEN & Disabilities policy
- Anti-bullying policy
- ICT and Internet policy
- Social Media Policy
- Intimate Care policy
- Educational Visits policy
- Physical Intervention Policy
- School Site Security Policy
- Whistle Blowing policy
- Attendance policy
- Staff Code of Conduct
- Recruitment policy
- Using Photographic Images consent
- Remote Learning Policy

STAFF TRAINING

- Bi-annual DSL training
- DSL on site/available at all times
- Annual staff refresher training
- Bi-annual full staff training
- Bi-annual PREVENT training
- Use of resources from TheKey Safeguarding centre to support staff training
- Ongoing e-learning assessment for all staff
- Regular staff briefing updates on new and ongoing safeguarding issues
- First aid trained staff
- All staff read KCSI part 1
- New staff induction processes
- Mental Health First Aid trained staff on site

SUPPORTING MENTAL HEALTH

- Designated staff lead for mental health and well-being
- Mental Health First Aid trained staff onsite
- Hub support for most vulnerable students
- Well-being square
- Well-being ambassadors
- Anti-bullying ambassadors
- Staff well-being room
- Regular staff and student surveys to assess well-being, workload, etc

INTER-AGENCY WORKING

- 'A relentless focus on inter-agency working to secure positive outcomes for our students'
- Education Psychology Service
- CAMHS
- Children's Services
- School nurse service
- Family Support Service
- Early Help Hub
- Hampshire Local Authority
- Attendance Legal Panel / Legal Intervention Team (LIT)
- Comprehensive transition package, including liaison with Primary Behaviour Service for key students
- Thrive mentoring support
- Alternative Providers, including Ashwood, Inclusion Hampshire, Princes Trust, Elkolet
- Virtual School
- Links to KS1/2 and FE providers

WHAT WE DO

REPORTING CONCERNS AT BHCS

- CPOMS used by all staff to report concerns
- Student and parent email (safeguarding@brightonhill.hants.sch.uk) to allow concerns to be reported at any time
- DSL available at all times
- Staff stickers on staff badges so staff can report concerns directly to CRT/MASH if DSL is unavailable for any reason
- Police use in cases of FGM
- LADO used to report/log complaints re: school staff

RECRUITMENT

- 'Safer recruitment' trained staff on every interview panels
- Regularly spot-checked and up to date Single Central Register (SCR)
- All references fully checked
- Enhanced DBS checks on all new staff
- Ongoing DBS updates for existing staff
- All volunteers DBS checked /DBS paperwork and identification held on file
- Use of alternative providers checked re: employment conditions matching safer recruitment process used in DfE register schools
- Governors included on SCR
- Dedicated safeguarding governor role

BEHAVIOUR

- Clear behaviour policy including rewards and sanctions
- Behaviour managed by all staff, at all levels
- De-escalation, restorative and reflective approaches adopted and adhered to by all staff
- Hub support team
- Determined approach to reduced FTEs through use of PRR and collaboration with other local secondary schools
- Clear log of bullying incidents
- Clear log of racist incidents
- SIMS log of all behaviours
- Use of daily report cards to monitor student behaviour
- House cup system, including regular rewards in place to promote positive behaviour
- Rewards week to promote good behaviour
- Use of risk assessments for students where behaviour causes a safeguarding concern
- Time-out cards to support vulnerable students
- Alternative providers utilised to support improvements in student behaviour (e.g. Thrive)

OFF-SITE ACTIVITIES

- Use of EVOLVE to log all trips via HCC
- EVOLVE authorisation required for all residential, adventurous and overseas trips
- Risk assessments for all trips, including specific risk assessments for students with medical or behaviour needs
- Educational Visits policy, including appropriate student : staff ratios

STRATEGY DEVELOPMENT

- Annual action plan in place, written by DSL
- Annual HSCB audit submission
- Use of external audit from HIAS
- Safeguarding linked governor, inc. regular strategy meetings and updates
- Analysis of CPOMS for future strategy
- Use of safeguarding literature to inform future staff training needs
- Annual audit of bullying, racist, homophobic incidents

CURRICULUM

- Values strands which encompass PSHE, SMSC, RS, RSE, Citizenship, British Values and the Prevent duty interwoven through subject and tutor curricula
- MyWorld in tutor time for all year groups
- RE in tutor time curricula for KS4
- Compulsory RE for all students at KS3
- Year 7 community lunch
- HoY weekly assemblies
- PSHE/values strands referenced in each SoL from each faculty
- Computing – staying safe online
- Deep Learning Days
- Additional bespoke activities/workshops/days according to local and national issues, e.g. knife crime, hate crime, county lines, etc

HEALTH AND SAFETY / MEDICAL

- Dedicated medical room and medical officer
- Reporting of injuries, accidents, administering of first aid via CPOMS
- First aid trained staff on site in each department
- Defibrillator available at reception
- Secure site during the school day
- Clearly labelled fire evacuation routes
- Risk assessments in place for various activities and places within the school
- Information sharing re: all students with significant medical needs
- Regular staff refresher training re: epi-pens
- Staff duty rota providing supervision across the site at break and lunch times
- Annual lockdown drill
- Termly fire drills

PARENT SUPPORT

- Dedicated website section, including sign-posting to useful websites, e.g. Parent Zone, NSPCC, Childline, Safe4Me, ThinkUKnow, CEOP
- Dedicated email address to report concerns - safeguarding@brightonhill.hants.sch.uk
- Regular newsletter updates
- Regular sharing of information by email
- Parent surveys at all parents evenings
- Parent focus groups run by HoYs

STUDENT SUPPORT TEAM

- Designated Safeguarding Lead (DSL)
- 6 x Deputy DSLs
- Dedicated DSL support for each year group
- Dedicated Head of Year for each tutor group
- Dedicated Deputy Heads of Year for Yr7-10
- SEN department, including SENCO and team of Teaching Assistants
- Hub – student support service
- Pastoral Support Officer
- Family Support Worker
- Mental Health and Well-Being Lead
- Attendance Officer
- Medical Officer
- Specific tutor/tutor group for each student
- Dedicated Senior Leadership team to support all staff and students

INTERNET SAFETY

- Specific Online Safety policy in place
- Impero filters in place, blocking inappropriate websites
- Smoothwall flag system to highlight inappropriate search functions by students – monitored by IT team and reported to the DSL team via linked CPOMS category alerts
- Regular password updates required by all staff and students
- E-safety education during KS3 computing lessons
- E-safety qualification for all students
- Safer Internet Day activities
- Acceptable use of ICT policy
- Internet Policy, including details about acceptable use of social media by staff
- Parental permission to share photographs on social media, school website, etc
- E-learning module, undertaken by staff bi-annually

VISITORS

- All visitors report to reception
- Identification required before signing in
- Secured site, including front door entrance to prevent entry unless signed in
- Red lanyard worn by all visitors, at all times
- All visitors issued with safeguarding leaflet on arrival
- Risk assessments completed on all in-school enrichment experiences

ATTENDANCE

- Full-time Attendance Officer in post
- First response daily calls for unexplained absence
- In Touch emails sent daily for periods of unexplained absence
- Signing in/out book in medical room/reception
- Missing Student Alert process used by all staff to report lesson by lesson absence
- 3 and 5 day absence protocols followed by tutors and Heads of Year
- Regular colour categorised letters to eighteen awareness re: importance of attendance
- CME and ALP processes followed where relevant
- Relentless focus on, and support for PA students from Attendance Officer, tutors and Head of Year