



THE AYLSHAM COMMUNITY TRUST (FAMILIES)

SAFEGUARDING POLICY

Policy Reference:	KG TACT(Families) Safeguarding policy	Review Frequency:	Annually
Issue Number:	01 (12.02.2024)	Next Review Date:	12.02.2025
Author:	K Garnham (Trustee and Senior Safeguarding Lead)		

Ratified by the TACT (Families) Trust Board on: 12th February 2024

Signed: _____

1. The purpose and scope of this policy

The aim of The Aylsham Community Trust (Families), TACT (Families), is to advance the education of children, young people and their families in The Aylsham Cluster Trust through raising aspirations, academic outcomes and the development and understanding of knowledge and by supporting the physical and mental health of children, young people and their families.

The purpose of this policy statement is:

- To protect children and young people who received TACT (Families)'s services from harm. This includes the children of adults who use our services.
- To provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of TACT (Families), including senior managers and the board of trustees, paid staff, volunteers, external professionals and any other service providers.

2. Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from [nspcc.org.uk/childprotection](https://www.nspcc.org.uk/childprotection).

3. Supporting documents

This policy should be read alongside our organisational policies, procedures, guidance and other related documents, including individual school's safeguarding policies and appendix one:

- role description for the designated safeguarding officer
- dealing with disclosures and concerns about a child or young person
- managing allegations against staff and volunteers
- recording concerns and information sharing
- child protection records retention and storage
- code of conduct for staff and volunteers
- photography and sharing images guidance
- safer recruitment
- online safety
- anti-bullying
- managing complaints
- whistleblowing
- health and safety

In addition, TACT (Families) will use Aylsham Learning Federation Safeguarding policy to inform systems and procedures to keep children safe and will follow their procedures in order to do this. The Lead safeguarding Officer for Aylsham Learning Federation is Kathryn Garnham who is also Lead Safeguarding Officer and trustee for TACT (Families). If safeguarding concerns regarding a child arise at a school within Aylsham Cluster Trust, but not a school of Aylsham Learning Federation the relevant school's safeguarding policy, systems and procedures will apply. All safeguarding concerns and records will be recorded at each individual setting.

We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practice in a way that protects them.

We recognise that:

- the welfare of children is paramount in all the work we do and in all the decisions we take
- working in partnership with children, young people, their families and other agencies is essential in promoting young people's welfare

- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- extra safeguards may be needed to keep children who are additionally vulnerable safe from abuse

We will seek to keep children and young people safe by:

- valuing, listening to and respecting them
- appointing a nominated child protection lead for children and young people, and a deputy lead with a focus on safeguarding at every trust board meeting
- adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- developing and implementing an effective online safety policy and related procedures
- providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and codes confidently and competently
- recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- recording and storing and using information professionally and securely, in line with data protection legislation and guidance *[more information about this is available from the Information Commissioner's Office: ico.org.uk/for-organisations]*
- sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and one-to-one discussions
- making sure that children, young people and their families know where to go to for help if they have a concern
- using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, and families appropriately
- using our procedures to manage any allegations against staff and volunteers appropriately
- creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise
- ensuring that we have effective complaints and whistleblowing measures in place
- ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

4. Contact details

Nominated child protection lead

Name: Kathryn Garnham (Trustee)
E-mail: kgarnham@aylshamhigh.norfolk.sch.uk

Deputy child protection lead.

Name: John Neenan (Trustee)
E-mail: head@st-michaelsaylsham.norfolk.sch.uk

NSPCC Helpline: 0808 800 5000

APPENDIX ONE

Additional relevant information regarding supporting documents;

- Role description for the designated safeguarding officer
Available on request
- Dealing with disclosures and concerns about a child or young person
Aylsham Learning Federation Safeguarding policy or relevant policy for school activities
- Managing allegations against staff and volunteers
Aylsham Learning Federation Safeguarding policy or relevant policy for school activities
- Recording concerns and information sharing
Aylsham Learning Federation Safeguarding policy or relevant policy for school activities
- Child protection records retention and storage
Aylsham Learning Federation Safeguarding policy or relevant policy for school activities
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- Whistleblowing
Available on request
- Health and safety
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