



Safeguarding-Child Protection Safe Recruitment and Vetting Policies

IMPORTANT

The Safeguarding, Child-Protection and Safe Recruitment Vetting policies work in collaboration, to protect children and young people from harm.

It is essential for all staff, parents and carers to read the following policies. **Safeguarding, Child Protection and Safer Recruitment Vetting Policy**. The school takes it very seriously to safeguard pupils from harm, attending this school. These policies are situated in the **Staff Room** and **School Reception**. The policies can also be found on the school web-site under 'Safeguarding' www.oakwoodhighschool.co.uk

It is also essential for all Staff/Carers to read the **Guidance for Safer Working Practice for Adults who work with Children and Young people in Educational Settings**. This guidance can also be found on the school web site under 'Safeguarding' www.oakwoodhighschool.co.uk

As with all schools we have a pastoral responsibility and are legally obliged to pass on concerns about child welfare to Children's Social Care following the local Safeguarding Children's Board.

If you need any information for these documents or any concerns please speak to:

Mr S. Heeley or Mrs A. Nicholson

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Purpose

The purpose of these Policies is to provide staff (parents/carers) at this school with the essential and appropriate procedures for the protection and safeguarding of children and adequately managing them. Any questions regarding its operation should be addressed to the Headteacher Mrs Nicholson

THE SCOPE OF THE PROCEDURE

To fulfil their commitment to safeguard and promote the welfare of children, all organisations that provide services for, or work with, children must have:

- Clear priorities for safeguarding and promoting the welfare of children, explicitly stated in strategic policy documents
- A clear commitment by senior management to the importance of safeguarding and promoting children's welfare
- A clear line of accountability and defined roles and responsibilities within the organisation for safeguarding and promoting the welfare of children
- Recruitment and human resources management procedures that take account of the need to safeguard and promote the welfare of children and young people, including arrangements for appropriate checks on new staff and volunteers
- Safe working practice guidance which staff/volunteers have read and understood
- Procedures for dealing with allegations of abuse against members of staff and volunteers:
(Mrs Nicholson – Headteacher/Mr Laurence Cooper – Chair of Governors to whom allegations and concerns should be reported.)
- Arrangements to ensure that all staff undertake appropriate training to equip them to carry out their responsibilities effectively, and keep this up-to-date by refresher training at regular intervals; and that all staff, including temporary staff and volunteers who work with children, are made aware of the establishment's arrangements for safeguarding and promoting the welfare of children and their responsibilities for them
- Policies for safeguarding and promoting the welfare of children (e.g. pupils/students) including a child protection policy, and procedures that comply with Salford Safeguarding Children Board's policies and procedures for safeguarding children
- Arrangements to work effectively with other organisations to safeguard and promote the welfare of children, including arrangements for sharing information

- A culture of listening to, and engaging in dialogue, with children - seeking children's views in ways that are appropriate to their age and understanding, and taking account of those views in individual decisions and in the establishment or development of services
- Appropriate whistle-blowing procedures, and a culture that enables issues about safeguarding and promoting the welfare of children to be addressed

1. Introduction

- 1.1. This document is the Safeguarding Children Policy for Oakwood High School which will be followed by all members of the organisation and followed and promoted by those in the position of leadership within the organisation.
- 1.2. Individual agencies are responsible for ensuring that their employees are competent and confident in carrying out their responsibilities for safeguarding and promoting children's welfare.
- 1.3. The purpose of the organisation is a Secondary day special school catering for pupils 11-16 with a wide range of complex learning difficulties. It is a barrier free school and takes pupils with different types of physical disabilities.
- 1.4. We know that being a young person makes them vulnerable to abuse by adults. The purpose of this policy is to make sure that the actions of any adult in the context of the work carried out by the organisation are transparent and safeguard and promote the welfare of all young people.
- 1.5. This document is written in accordance with the Salford Safeguarding Children Board Policy and Working Together to Safeguard Children 2010.

Principles upon which the Safeguarding Children Policy is based:

- The welfare of a child or young person will always be paramount
- The welfare of families will be promoted
- The rights, wishes and feelings of children, young people and their families will be respected and listened to.

Keeping children safe from harm requires people who work with children to share information - see the Information Sharing and Confidentiality Guidance chapter in the Salford

Inter Agency Procedures Manual.

See also the Information Sharing: Practitioners Guide published by the DCSF.

- Those people in positions of responsibility within the organisation will work in accordance with the interests of children and young people and follow the policy outlined below

2. Safeguarding Children Policy

Mrs Amanda Nicholson is responsible for all Safeguarding concerns in school and Mr Laurence Cooper is the Designated Governor.

2.1. Immediate Action to Ensure Safety

Immediate action may be necessary at any stage in involvement with children and families.

IN ALL CASES IT IS VITAL TO TAKE WHATEVER ACTION IS NEEDED TO SAFEGUARD THE CHILD OR CHILDREN CONCERNED i.e.:

- If emergency medical attention is required this can be secured by calling an ambulance (dial 999) or taking a child to the nearest Accident and Emergency Department.
- If a child is in immediate danger the police should be contacted (dial 999) as they alone have the power to remove a child immediately if protection is necessary, via their powers to use Police Protection.

2.2. Recognition of Abuse or Neglect

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or Neglect a child by inflicting harm, or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger. They may be abused by an adult or adults, or another child or children.

2.3. Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces illness in a child.

2.4. Emotional Abuse

Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only in so far as they meet the needs of another person.

It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying, causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of Emotional Abuse is involved in all types of ill treatment of a child though it may occur alone.

2.5. Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape or buggery or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

2.6. Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- provide adequate food, clothing and shelter (including exclusion from home or abandonment)
- protect a child from physical and emotional harm or danger
- ensure adequate supervision (including the use of inadequate care-givers)
- ensure access to appropriate medical care or treatment

It may also include Neglect of, or unresponsiveness to, a child's basic emotional needs.

2.7. Individuals within the organisation need to be alert to the potential abuse of children both within their families and also from other sources including abuse by members of that organisation.

- 2.8. The organisation should know how to recognise and act upon indicators of abuse or potential abuse involving children and where there are concerns about a child's welfare. There is an expected responsibility for all members of the organisation to respond to any suspected or actual abuse of a child in accordance with these procedures.
- 2.9. It is good practice to be as open and honest as possible with parents/carers about any concerns. However, you **MUST NOT** discuss your concerns with parents/carers in the following circumstances:
- where Sexual Abuse or sexual exploitation is suspected
 - where Organised or Multiple Abuse is suspected (see Complex (Organised or Multiple Abuse procedure)
 - where Fabricated or Induced Illness (previously known as Munchausen Syndrome by proxy) is suspected (see Fabricated or Induced Illness procedure)
 - where Female Genital Mutilation is the concern (see Female Genital Mutilation procedure)
 - in cases of suspect Forced Marriage (see Forced Marriage procedure)
 - where contacting parents/carers would place a child, yourself or others at immediate risk
- 2.10. These decisions should not be taken in isolation. Consult with your senior manager/line manager/designated teacher.

3. What to do if Children Talk to you About Abuse or Neglect

- 3.1. It is recognised that a child may seek you out to share information about abuse or Neglect, or talk spontaneously individually or in groups when you are present. In these situations **YOU MUST:**
- Listen carefully to the child. **DO NOT** directly question the child
 - Give the child time and attention.
 - Allow the child to give a spontaneous account; do not stop a child who is freely recalling significant events.
 - Make an accurate record of the information you have been given taking care to record the timing, setting and people present, the child's presentation as well as what was said.
- Do not throw this away as it may later be needed as evidence.**
- Use the child's own words where possible.

- Explain that you cannot promise not to speak to others about the information they have shared - do not offer false confidentiality.
- Reassure the child that:
 - they have done the right thing in telling you;
 - they have not done anything wrong;
- Tell the child what you are going to do next and explain that you will need to get help to keep him/her safe.

If you have a Child Protection concern you should:

4. Consult About your Concern

- 4.1. Because of your observations of, or information received you may become concerned about a child who has not spoken to you.
- 4.2. It is good practice to ask a child why they are upset or how a cut or bruise was caused, or respond to a child wanting to talk to you. This practice can help clarify vague concerns and result in appropriate action.
- 4.3. If you are concerned about a child you must share your concerns. **Initially you should talk to one of the people designated as responsible for child protection within your organisation. In this organisation this person is Mr Steve Heeley and Debbie Brookes.** Tel: 0161 921 2880.
- 4.4. **If a colleague from Oakwood High School is implicated in the concerns you will need to inform Mrs Nicholson (Headteacher and Safeguarding Co-ordinator) who will contact LADO, who deals with allegations against staff. IF MRS NICHOLSON HERSELF IS ONE OF THOSE PEOPLE IMPLICATED IN THE CONCERNS, YOU SHOULD DISCUSS WITH THE CHAIR OF GOVERNORS, LAURENCE COOPER WHO WILL SPEAK DIRECTLY TO LADO ON 0161 603 4350. SEE ALSO WHISTLE BLOWING POLICY AND ALLEGATIONS AGAINST STAFF POLICY.**
- 4.5. You should consult with your local Children's Social Care: Referral and Initial Assessment Team (RIAT) via the Designated Teacher for Child Protection which is Mr Steve Heeley. This referral will take place:
 - when you remain unsure after internal consultation as to whether child protection concerns exist
 - when there is disagreement as to whether child protection concerns exist

- when you are unable to consult promptly or at all with your designated internal contact for child protection
 - when the concerns relate to any member of the organising committee
- 4.6. Consultation is not the same as making a referral but should enable a decision to be made as to whether a referral to Children's Social Care or the Police should progress.

5. Make a Referral

- 5.1. A referral involves giving Children's Social Care or the Police information about concerns relating to an individual or family in order that enquiries can be undertaken by the appropriate agency followed by any necessary action.
- 5.2. Parents/carers should be informed if a referral is being made except in the circumstances outlined in section 2.9.
- 5.3. However, inability to inform parents for any reason should not prevent a referral being made. It would then become a joint decision with Children's Social Care about how and when the parents should be approached and by whom.
- 5.4.
- If your concern is about harm or risk of harm from a family member or someone known to the children, Mrs Nicholson or Mr Steve Heeley will make a telephone referral to the Children's Social Care RIAT in the area where the child resides (see Section 8: Useful Salford Telephone Numbers).
 - If your concern is about harm or risk of harm from someone not known to the child or child's family, you should make a telephone referral directly to the Police and consult with the parents.
 - If your concern is about harm or risk of harm from an adult in a position of trust see Section 6: Allegations Against Adults Who Work With Children.
 - If your concern is that a child or family need additional help or support, you should contact the appropriate Locality Team (see Section 8: Useful Salford Telephone Numbers).
- 5.5. Information required when making a referral

Be prepared to give as much of the following information as possible (in emergency situations all of this information may not be available). Unavailability of some information should not stop you making a referral. If a CAF form has previously been completed, you may wish to update this and attach it to the new referral for Child Protection. See also CAF policy.

- Your name, telephone number, position and request the same of the person to whom you are speaking.
- Full name and address, telephone number of family, date of birth of child and siblings.
- Gender, ethnicity, first language, any special needs.
- Names, dates of birth and relationship of household members and any significant others.
- The names of professionals known to be involved with the child/family e.g.: GP, Health Visitor, School.
- The nature of the concern; and foundation for the concern.
- An opinion on whether the child may need urgent action to make them safe.
- Your view of what appears to be the needs of the child and family.
- Whether the consent of a parent with Parental Responsibility has been given to the referral being made.

5.6. Action to be taken following the referral

- Ensure that you keep an accurate record of your concern(s) made at the time.
- Put your concerns in writing to the Children's Social Care Duty & Investigation Team following the referral (within 48 hours - and using the multi-agency referral form).
- Accurately record the action agreed or that no further action is to be taken and the reasons for this decision.
- **All hard copy records are held centrally by Mr Steve Heeley and kept securely. Any notes etc made by any members of staff must be passed to Mr Heeley for safe keeping.**

6. Allegations against Adults who work with Children

6.1. If you have information which suggests an adult who works with children (in a paid or unpaid capacity) has:

- behaved in a way that has harmed or may have harmed a child
- possibly committed a criminal offence against, or related to, a child
- behaved towards a child/ren in a way that indicated s/he is unsuitable to work with children you should speak immediately to Mrs Nicholson - Headteacher. She will consult with/make a referral to the LADO (Local Authority Designated Officer),

Safeguarding Children Unit. You must speak to Laurence Cooper – Chair of Governors if your concern is about her.

7. Confidentiality

- 7.1. The organisation should ensure that any records made in relation to a referral should be kept confidentially and in a secure place.
- 7.2. Information in relation to child protection concerns should be shared on a "need to know" basis. However, the sharing of information is vital to child protection and, therefore, the issue of confidentiality is secondary to a child's need for protection - see the Information Sharing and Confidentiality Guidance chapter in the Salford Inter Agency Procedures Manual.
- 7.3. If in doubt, consult:

8. Useful Salford Telephone Numbers:

- Referral and Initial Assessment Team (RIAT) - 603 4500 - for referrals 8.30 am -4.30 pm - Monday to Friday
- Emergency Duty Team - 794 8888 for referrals at other times
- Salford Safeguarding Children Unit - 603 4350
- Police Central Switchboard - 872 5050
- North Locality Team - 778 0495
- South Locality Team - 921 2286
- Central Locality Team - 778 0664
- West Locality Team - 686 7235

Salford City Council
Salford Civic Centre,
Chorley Road,
Swinton,
Salford
M27 5AW.
0161-794 4711

Communication

Parents

Parents are informed of this policy via the admissions meeting at school and the school prospectus/school website. We send home copies of this policy when it is updated and reference to Safeguarding is made in termly newsletters.

Temporary Staff/Visitors to School

All temporary staff and visitors are provided with information (available by signing in book in Reception.) about the Designated person who is responsible for Child Protection and Safeguarding as part of their induction process and are asked to familiarise themselves with procedures and policies.

A Safeguarding noticeboard is highly visible in the staffroom and contains essential information re staff responsibilities/policies. A daily briefing flags up any safeguarding issues with staff, at weekly SLT meetings Safeguarding is a standing agenda item, a Safeguarding panel meets weekly with key members of staff attending and Governors are reported to termly via the Headteachers report on Safeguarding matters.

This policy has been updated in July 2011 and will be reviewed by Governors again in January 2012.

Appendix I - Safeguarding Children And Adults And Domestic Abuse

- Safeguarding children and young people
- Children abuse disclosure to adult services
- Domestic abuse

Abuse of adults is one form of abuse inflicted by people who abuse their relative power over others. There are times when individual situations cross the boundaries i.e. some instances of physical abuse in adult safeguarding may be domestic abuse but where the victim's vulnerability is related to their lack of capacity to make themselves safe; a child may have a parent who may be seen as vulnerable due to their mental capacity and hence their ability to keep their child safe.

This policy seeks to link the work carried out in the field of safeguarding children, domestic abuse and adult safeguarding. There are lessons to learn from each other and experiences to share.

Safeguarding Children And Young People

The safeguarding of children and young people is not a specialist activity, it is a universal responsibility that should be at the heart not only of all services for children and their families, but services for adults who may care for or have contact with children. This responsibility extends beyond professional interventions across agencies, to include the aspirations and culture of the communities within which children live, play and learn.

Traditionally, the safety of children has been centred on those who are at risk of being abused and in need of intervention to protect them. Following an enquiry into the death of Victoria Climbié, the report by Lord Laming clearly stated that the protection of children should be firmly located within the service development for safeguarding all children. Essentially, that the child and their assessed needs should be placed at the centre with services shaped around meeting those needs. The integration of Children's Services across agencies is at the heart of the Government reforms set out in 'Every Child Matters', and the key influence in the changes to how safeguarding children and young people in Salford is being developed. Whilst definitions of child abuse and the boundaries in the field of child protection are not static (reference the impact that domestic abuse has had in more recent years on the child protection agenda), the safeguarding remit could be defined to move well beyond the traditional risk of or acts of omission and commission, to incorporate social and community factors like bullying and racial discrimination, in fact potentially all factors that may impact adversely on a child's health and development.

The safeguarding of children and young people therefore incorporates their protection from harm with the promotion of their welfare.

The Children Act 2004 created a new statutory board, the Local Safeguarding Children Board (LSCB), to reflect the broader understanding of safeguarding children and young people. Salford's Board was established as a shadow Board in February 2006 and had its first meeting as a full Board in May 2006. The LSCB is viewed as an independent inter-agency forum required to act at a strategic and tactical level to impact on the delivery of services for children and young people. Its principal remit is in respect of the outcome of 'staying safe' within the Every Child Matters framework. The work of the Board is in its infancy, but it will seek to influence the safeguarding of children and young people in Salford at all levels.

Within the context of these changes it is important that all professionals ensure that their services, systems and processes safeguard and promote the well-being of any children they may come into contact with, as a paramount concern.

- Referral and Initial Assessment Team RIAT : 0161 603 4500

Child Abuse Disclosure To Adult Services

Adults who have experience abuse as a child may wish to make a disclosure of this to adult service staff. This is a serious step for them to take and could be the start of further investigations by the Police and Safeguarding Children Services.

The disclosure may be solely concerned with the individual making it but could be a relative (sibling) making an adult abuse alert concerning other people, now adults (or children), who may be at risk from the same alleged perpetrator.

The alert should be dealt with as set out in the Policy and Procedures for Adult Safeguarding work.

The procedure to deal with the disclosure:

- Whoever receives the information should record what is said in adult words
- The whereabouts of the alleged perpetrator should be established if possible and if they have care/contact with children currently
- It should be established with the person disclosing if they want to make a statement to the police – they should be provided with information about what this might involve
- Consideration must be made concerning the individual's therapeutic needs
- Check agency records with regards the alleged perpetrator

- Inform the Police at the earliest opportunity regarding details of the alleged perpetrator and the allegation and the wishes of the adult victim
- If the adult victim wants a police investigation or the allegation involve complex abuse, inform the Children's Service Duty Team
- Child Protection enquiries will be instituted where it is thought/known that children may be at direct risk

Adult Social Workers need to work with adult victim and the Children's Social Workers take the lead in any child protection enquiry required. This will be co-ordinated and managed through a joint Strategy meeting. Relevant Team Managers will need to liaise on these matters. Records of such meetings will be made on the format familiar to the minute taker (Children's or Adult Services) and will constitute the record of the meeting from a Safeguarding Children or Adults perspective.

Domestic Abuse

Domestic abuse covers a wide range of threatening and controlling behaviours within relationships and between people who have previously been partners. It can be physical, emotional, sexual, verbal and financial and it is likely that the abuse will escalate over time. Domestic abuse affects people irrespective of their age, sexuality, background and ethnicity: people who are disabled also experience it and it has a damaging effect on children who have to live with it.

In the main, domestic abuse is more likely to be experienced by women and perpetrated by men and recent legislation and Government initiatives emphasise the power which police and the criminal justice system have, to arrest, prosecute and convict offenders.

National and local publicity emphasise that we all have a responsibility to put an end to the domestic abuse which shatters lives and damages relationships, and local contact numbers are widely publicised.

In Salford, we are one of 25 areas in the country piloting a Specialist Domestic Violence Court and, in line with national thinking, we have established a system of *Multi Agency Risk Assessment Conferences* (MARAC) to facilitate a more proactive approach in high risk cases. There is, however, a long way to go in effectively tackling domestic abuse, which accounts for 16% - 25% of all violent crime and is consistently the second highest reason for homelessness presentations in Salford.

There is a robust structure in place to facilitate a multi-agency response to dealing with domestic abuse, incidents of which are significantly under-reported in Salford, as elsewhere. All agencies are working towards better information sharing, so that the safety of the victim and children is the prime consideration. MARAC encourage this and are chaired by the Police PPIU (Public Protection

Investigation Unit) staff, illustrating the opportunities for the three strands of public protection investigative work to combine effectively, so that links between adult protection, safeguarding children and domestic abuse are highlighted.

Professionals are increasingly availing themselves of the domestic abuse multi-agency training which is delivered in Salford, and they are coming to see the importance of advising victims/survivors to utilise the support which is available and report incidents to the police, so that perpetrators can be held accountable.

- National 24 hour freephone helpline number 0808 2000 247
- Salford outreach 0161 736 0737
- Police domestic abuse unit 0161 856 5171
- Lesbian and gay foundation 0845 330 3030
- Male advice helpline 0845 064 6800

Appendix II - DESIGNATED SENIOR PERSON CHILD PROTECTION

Mr Steve Heeley is the designated senior person for Child Protection

Eligibility

- Is a senior member of the school leadership team – Deputy Headteacher.
- Does not have to be a teacher but is.
- Has the status and authority within the school management structure to carry out the duties of the post
- Has significant time allocated be able to commit resources to child protection matters
- Has ability to direct staff when appropriate
- A deputy should be available to act in the designated persons absence and we have named Mrs D Brookes as that deputy who is the Disability Advisor within School.

Roles & Responsibilities

Mr Heeley has worked hard to:

- Ensure proper procedures and policies are in place
- Ensure there is a dedicated resource for other staff volunteers and governors to draw upon
- Ensure the establishments child protection policy is updated and reviewed annually
- Ensure the governing body has ratified the policy
- Ensure parents see copies of the child protection policy which alerts them to the fact that referrals may be made and the role of the establishment in this to avoid conflict later
- Ensure each member of staff has access to and understands the school's child protection policy especially new and part time staff who may work with different educational establishments
- Ensure all staff have induction training covering child protection and are able to recognise and report concerns immediately they arise.
- Recognise and identify signs of abuse
- Refer cases of suspected abuse or allegations to the relevant investigating agencies
- Act as a source of support, advise and expertise within the educational establishment
- Ability to liaise with relevant agencies
- Liaise with Mrs Nicholson - Headteacher (as role not carried out by Headteacher) to inform of any issues and ongoing investigations

- Have a working knowledge of how Local Safeguarding Children's Boards operate, the conduct of a child protection case conference and be able to attend and contribute to these effectively when required to do so
- To keep detailed and accurate secure records of referrals/concerns
- Where children leave the establishment ensure their child protection file is copied and sent as soon as possible but transferred separately from main file, (this includes transfers to PRUs)
- When the school is unknown but the child has left the area, details are submitted on the Children Missing Education database
- Ensure all staff are aware of the whistle blowing policy and know how to report staffs behaviour towards children/young people that is a cause for concern
- Ensure there is a robust complaints procedure that all staff are aware of
- Ensure all staff are aware of classroom management techniques to diffuse bad behaviour
- Ensure staff are aware of 'safe handling' techniques.

Useful – Safeguarding/School Contact Numbers

Referral and Initial Assessment Team (RIAT) LA Children's Services	0161 603 4350
OHS Named Governor for Safeguarding Mr. Lawrence Cooper	0161 281 7915
OHS Designated Person for Safeguarding Mrs. Amanda Nicholson	0161 921 2880/2888
OHS Designated Person for Child Protection and Looked After Children Mr. Steve Heeley	0161 921 2880/2885
Associate Headteacher Mr. Appleyard	0161 921 2880/2887
OHS Assistant Person for Child Protection and Looked After Children Ms Debbie Brookes	0161 921 2880/ 2895
OHS Common Assessment Framework (CAF) Mrs. Margaret Harris	0161 921 2880/2895
OHS Health & Safety Mr. S. Heeley	0161 921 2880/2885
OHS School First Aid Ms Debbie Brookes	0161 921 2880/2895
OHS CRB Checks School : Sandra Powell Youth Club: Margaret Murden	0161 921 2880 0161 921 2880/2895
LA : Education Welfare Officer (school) Mr. Neil Grundy	0161 778 0612
OHS SENCO Mrs. Joanne Mullineux	0161 921 2880 /2889
OHS School Reviews Mrs Joanne Mullineux Miss Liz Cappel	0161 921 2880/2889 0161 921 2880/2895
OHS Behaviour/Safety Mr. Ian Carden	0161 921 2880
OHS Science CLEAPSS Miss Caroline Dawson	0161 921 2880
School Building PFI Mr. Joe Moore	07736380030

Oakwood High School : Safeguarding Panel

Safeguarding : Mrs Nicholson
Headteacher

Designated CP/LAC : Mr Heeley
Deputy Headteacher

Behaviour/Attendance : Mr Carden
Assistant Headteacher

Assistant LAC: Ms Brookes Disability
Advisor

Lead Professional CLDD
David Donnelly

Learning Mentor /CAF
Mrs Harris

SENCO : Mrs Mullineux
LIG/Exams

Health : Mrs Kate Connolly
School Nurse

Youth Worker
Mr Patrick Sullivan

SAFEGUARDING PANEL CONTACT NUMBERS

Safeguarding : Mrs A Nicholson	0161 921 2888	anicholson@oakwoodhighschool.co.uk
Designated CP/LAC : Mr S Heeley	0161 921 2885	sheeley@oakwoodhighschool.co.uk
Deputy CP/LAC: Ms D Brookes	0161 921 2895	dbrookes@oakwoodhighschool.co.uk
Learning Mentor : Mrs M Harris	0161 921 2895	mharris@oakwoodhighschool.co.uk
SENCO : Mrs J Mullineux	0161 921 2889	jmullineux@oakwoodhighschool.co.uk
Complex Needs project manager	0161 921 2893	ddonnelly@oakwoodhighschool.co.uk
Behaviour/Attendance : Mr I Carden	0161 921 2893	icarden@oakwoodhighschool.co.uk
Health : Ms K Woodburn	0161 921 2234	Katherine.connolly@salford.gov.uk

If you cannot contact any of the above persons please telephone 0161 921 2880.

Referral and Initial Assessment Team (RIAT) 8.30 – 4.30pm Telephone 0161 603 4500

Important Contacts and telephone numbers.

Mrs Nicholson (Headteacher) has overall responsibility for Safeguarding all pupils and staff within school :0161 921 2880

Mr Laurence Cooper (Chair of Governors) is the Designated Governor for Child Protection and Looked After Children and Young People : 07905216984

Mr Heeley (Deputy Headteacher) is the Designated Teacher with responsibility for Child Protection and Looked After Children and Young People : 0161 921 2880. In the absence of Mr Heeley please contact Mrs Nicholson (Headteacher) : 0161 921 2880.

Ms Debbie Brookes (Disability advisor) deputy CP & LAC&YP

Referral and Initial Assessment Team (RIAT) 8.30am to 4.30pm (0161 603 4500)

Duty Team – referrals at other times (0161 794 8888)

Police Central Switchboard – (0161 872 5050)

Signed (Chair of Governors)

Date

The Child Protection Policy and Safe Recruitment and Vetting Policy

Copies of the Child Protection & Safe Recruitment and Vetting Policy can be located at school reception and staff room.

The policies can also be located on the School web-site:

www.oakwoodhighschool.co.uk

Any concerns please speak to Mrs Nicholson or Mr Heeley.