

drb Ignite Multi Academy Trust

Trust Safeguarding Statement of Intent 2021-2022

Trust Vision

The Trust has been established through a shared belief that lives can be transformed by what goes on in schools. We believe that the process of teaching and learning shapes futures. To this end our vision is to provide every child with learning experiences that excite them and give them the power to begin to shape their own lives.

All pupils achieve the highest standard of educational outcomes regardless of circumstances or background.

Safeguarding Statement of Intent

To support our vision and commitment to outstanding safeguarding practices we have created this *Statement of Intent*. Everyone working in the Trust is wholly committed to ensuring that all children and adults are cared for in a safe and secure environment. To fulfil this commitment, comprehensive safeguarding and child protection systems are in place in line with the DfE statutory guidance, ***Keeping Children Safe in Education 2021***.

To maintain our approach effectively and consistently, we recognise that the Trust and its schools also play an important part in the wider local and national safeguarding system for children.

For note: This system is described in full in the DfE statutory guidance ***Working Together to Safeguard Children 2018***.

Culture of Safeguarding

The Trust believes that safeguarding and promoting the welfare of children is the responsibility of **everyone**. This is demonstrated through our *shared culture of safeguarding*. Everyone who comes into contact with children and their families has a role to play and all staff make sure their approach is wholly child-centred. This means that at all times, they consider what is in the **best interests of the child**.

Our culture of safeguarding demonstrates the Trust's:

- moral and statutory responsibilities for safeguarding and promoting the welfare of children and expectation that all staff and volunteers share this commitment.
- expectation that everyone working within Trust schools will contribute to the creation of an environment in which all children and adults have an equal right to protection regardless of gender, religion, ethnicity, sexual identity or culture.
- expectation that trustees and staff maintain an open mind and attitude of *it could happen here* where safeguarding is concerned. When concerned about the welfare of a child, staff members always act in the best interests of the child.
- expectation that all adults within the wider Trust community are aware that they have an equal responsibility to act on any suspicion or disclosure that may suggest a child is at risk of harm at home, in the community or in school. Everyone is aware that they can make a referral and reporting procedures are established in every Trust school to ensure information is shared with key safeguarding and child protection staff as soon as possible after any concern arises.
- expectation that every school will follow the guidance provided by the Trust's three local safeguarding partners (local authority, police and clinical commissioning group)

For note: Trust schools are located in Dudley and Birmingham and will follow local guidance

- commitment to nominate an executive leader as the Trust's Designated Safeguarding Lead and nomination of a trustee as having particular responsibility for safeguarding matters.

Safeguarding and Child Protection policies and procedures

All Trust policies and procedures in respect of safeguarding and child protection are up to date and compliant with ***Keeping Children Safe in Education 2021***. They are accessible to all staff and parents through the Trust and individual school websites. Policies and procedures are reviewed and revised by the Trust Board at least annually. Contextualised, local school safeguarding information e.g. names of school designated safeguarding leads is available on each school website.

Trust Board Responsibilities

The Trust Board is committed to ensuring full compliance with its safeguarding and child protection duties under statutory legislation. As delegated by the Trust Board, ***David Sheldon is currently the Trustee Safeguarding Lead***. He maintains oversight of the safeguarding activity and actions of the *Trust Improvement Board* and *Achievement, Support and Scrutiny Sub Committee* which report to the Board on all child protection and safeguarding issues.

Strategic planning and reporting

The Trust Board retain a monitoring focus on all aspects of safeguarding and it is a fixed agenda item at all meetings. Safeguarding is integral to the Trust's *Strategy Plan* and *Annual Priorities Roadmap*. An annual external review of safeguarding is conducted with a *Trust Safeguarding Report* presented to Trustees at the end of each academic year alongside termly updates at Board meetings.

Disclosure and Barring Service (DBS) checks

The Trust meets all statutory requirements in relation to Disclosure and Barring Service checks. All staff, members, trustees and volunteers are required to undergo an **enhanced DBS check** prior to employment or engagement. The Trust's *DBS Policy* and *Single Central Record (SCR)* includes further detail of the Trust's DBS procedures.

Safer recruitment practices

The Trust is committed to creating a culture of safe recruitment and, as part of this, adopts recruitment procedures that help deter, reject or identify people who might present a risk to children. The Trust and its schools act reasonably in making decisions about the suitability of any prospective member of staff based on these checks and evidence, including criminal record checks, enhanced DBS checks, barred list checks and prohibition checks, together with references and interview information.

Designated Safeguarding Leads and Children's Safeguarding Boards

Although Trustees have ultimate responsibility for safeguarding, operationally it is overseen by Trust safeguarding leads who work alongside the designated safeguarding leads within each Trust school. Currently, every school has designated safeguarding leads and deputy designated safeguarding leads who take lead responsibility for safeguarding and child protection within their own school. They are clear about their role, have sufficient time and receive relevant support and training to carry out their duties. Furthermore, all schools have established ***Children's Safeguarding Boards*** which ensure the voice of the child is heard and responded to. An annual Trust wide children's safeguarding conference is held in the summer term to bring children together to discuss safeguarding related themes e.g. on-line safety and peer on peer abuse.

Professional development and training

A programme of regular professional development and training is provided to trustees and staff at every level. This ensures everyone has the knowledge and skills required to carry out their role and responsibilities safely and with confidence.

Across the Trust and its schools all staff are aware of the systems, policies and procedures used to support child protection and safeguarding. These are explained as part of staff induction and reviewed with all staff at the start of each academic year.

This includes reminders about the Trust's:

- Shared *Culture of Safeguarding*
- Child Protection and Safeguarding Policy and procedures
- Behaviour Policy
- Staff Code of Conduct
- Platforming Policy
- Keeping Children Safe in Education (KCSIE) DfE 2021
- Governance and leadership of safeguarding

Intended impact of our Trust wide *culture of safeguarding*

At child level:

- √ Children tell us they feel safe, look forward to school and enjoy learning.
- √ Children have a clear voice in matters that concern and involve them.
- √ Children are active in the UNICEF *Rights Respecting Schools Programme*.
- √ Children know what to do if they are being bullied or witness bullying.
- √ Children know what to do if they experience peer on peer sexual abuse.
- √ Relationships between adults and children are strong, supportive and nurturing.
- √ Relationships between children are kind and caring.
- √ Every child is noticed and their needs are responded to.
- √ Children are listened to and their concerns responded to promptly.
- √ Children are kept as safe as possible and risks are well managed at all times.

At Trust level:

- √ Child Protection and Safeguarding Policy is compliant and updated annually to include any changes to statutory guidance *Keeping Children Safe in Education (KCSIE)*.
- √ An executive leader and trustee are nominated as *Trust Safeguarding Leads* and have received appropriate training and support for the role alongside a clear role descriptor.
- √ The Single Central Register at Trust and school levels is upto date.
- √ A signed record of training attended by leaders, staff, trustees and members is kept in line with KCSIE 2021.
- √ Resources are made available to schools to maintain the highest quality safeguarding practices.
- √ All Trust staff receive an annual refresh of KCSIE and the Trust's Safeguarding Policy and procedures and sign to say they have read and understood. This includes the following policies: Whistleblowing, Child Protection and Safeguarding, Staff Code of Conduct, Health and Safety and E-Safety, Behaviour, Platforming.
- √ Members and Trustees review the *Trustee Code of Conduct* annually and sign their agreement to follow it in their behaviours and relationships.

- √ An Annual Children's Safeguarding Conference is held for children to discuss safeguarding issues.
- √ There is a designated tab on the Trust website for safeguarding documentation and information including contact names and details of Trust Safeguarding Leads.
- √ The Trust has an appropriate trust-wide secure system for the recording safeguarding and child protection incidents and issues.
- √ The Trust's Designated Safeguarding Lead is informed of any safeguarding or child protection issues or concerns relating to a headteacher, trustee, member of staff, volunteer or visitor or where staff feel there is significant risk to a child
- √ The Trust's duty of care towards its pupils and staff is promoted by raising awareness of illegal, unsafe and unwise behaviour and staff are supported to reflect on their own standards and practice e.g. through the *Staff Wellbeing Forum*.
- √ Trust Whistleblowing Policy and associated procedures are understood by all staff.
- √ A referral is made to the DBS and/or Teaching Regulation Agency (TRA) if a person in regulated activity has been dismissed or removed due to safeguarding concerns or would have been had they not resigned.
- √ Trust staff, trustees and members receive appropriate regular training on safeguarding and child protection issues and are aware of the wide range of indicators and types of abuse and what immediate action to take if they have a concern.

At school level:

- √ A safe environment is maintained in which children can learn and develop confidently.
- √ All schools have an active Children's Safeguarding Board in place.
- √ All schools are fully engaged in the UNICEF *Rights Respecting Schools Programme*.
- √ There are clear lines of communication between the school DSL and the member of staff with responsibility for attendance.
- √ At least one member of staff is trained to act in the absence of the school DSL i.e. deputy DSL and they have received appropriate training and support.
- √ Appropriate supervision is in place to support the DSL and deputy DSL's to feel confident in their role and to raise any issues.
- √ Single Central Record is kept up to date and appropriate staff files are maintained (see Appendix for content of staff files)
- √ A signed record of training attended by leaders, staff, trustees and members is kept in line with KCSIE 2021. This includes volunteers.
- √ All certificates of training received by the DSLs, leaders, staff and volunteers are retained at school level for scrutiny.
- √ There is a designated tab on school websites for safeguarding documentation and information including contact names and details of designated safeguarding leads and their deputies
- √ All members of staff (including temporary, supply staff and volunteers) know the name of the school designated safeguarding lead and any deputies and understand their role within the Trust's *culture of safeguarding*.
- √ The school designated safeguarding lead and/or their deputy are always available during school hours and have made adequate and appropriate cover arrangements for any out of hours/out of term time activities
- √ Staff and volunteers understand their responsibility for referring any concerns to the designated safeguarding lead or headteacher in a timely manner and are aware that they may also raise concerns directly with the Trust executive leaders, trustee safeguarding lead and local authority children's social care services if they believe their concerns have not been listened to or acted upon

- √ All staff and volunteers have read (and signed to confirm) the Trust's Child Protection and Safeguarding Policy including its appendices alongside Part 1 and Annex A of Keeping Children Safe in Education 2021 as appropriate to their role.
- √ All staff and volunteers understand their responsibilities and are alert to the signs of abuse and neglect, including the specific issues of Female Genital Mutilation (FGM), Child Sexual Exploitation (CSE), Children Missing Education (CME) and Radicalisation and Extremism and maintain an attitude of *it could happen here* at all times.
- √ Staff new to school are fully inducted about the Trust's *culture of safeguarding* and provided with personal copies of important child protection and safeguarding information and documentation.
- √ Community users/lettings organising activities for children are aware of and understand the need for compliance with the Trust's child protection and safeguarding guidelines and procedures and compliance is monitored by individual schools as appropriate.

Monitoring and review

Monitoring and review	Trust Board Trust Safeguarding Leads Trustee Safeguarding Lead Headteachers
Links	Trust Safeguarding Policies and Procedures 2021/22 KCSIE 2021
Staff responsible	Trust Board CEO Headteachers
Committee responsible	Achievement Support and Scrutiny, Trust Improvement Board
Reviewed	September 2021
Next review	September 2022
Sign off Trust Chair	 Date: September 2021

For note: should there be any changes/further national guidance issued relevant to this Statement of Intent, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

Change Management

Issue	Change date:	Change description:
1.0	Nov 16	Initial release
2.0	Sep 18	Rebrand and review
3.0	Sep 19	Updated ref: KCSIE 19
4.0	Sep 20	Updated ref: KCSIE 20
5.0	Sep 21	Updated ref: KCSIE 21

Appendix 1 Trust Guidance for Staff Personnel Files

The Trust expectation is that Staff Personnel Files should contain:

1. Photograph of staff member on inside of file
2. Personnel checklist*
3. Contract – To include offer/acceptance letters and contract
4. Job Description/s – Most recent on top
5. Payroll Information
6. ID Check and Qualifications
7. References
8. Induction
9. Interview
10. Advert
11. Correspondence and significant achievements e.g. achievement of further degree, NLE status etc.

*This information should match the academy single central record.