

Safeguarding Statement

As a visitor to our college, either as a volunteer, employer partner or someone who has come to work with our students in any other capacity. It is important that you are aware of our Safeguarding Procedures.

At UTC Warrington we take very seriously our responsibility to protect and safeguard the students in our care. Our staff and governors are committed to the following principals:

- Listening to and valuing all students
- Ensuring all staff, both teaching and support, are aware of signs and symptoms of abuse; know the correct procedure for referring concerns or allegations and receive appropriate training to enable them to carry out these requirements.
- Maintaining a safe school environment for all students.
- Working in partnership with parents and other outside agencies to share information and safeguard young people.

We recognise that staff and adults working with young people are well placed to identify abuse and offer support to children in need. The school is an agent of referral and not of investigation.

The 'Working Together To Safeguard Children' Guidance of 2015 recognises that there are four categories of abuse:

- Physical abuse
- Emotional abuse
- Sexual Abuse
- Neglect

Designated Safeguarding Leads at UTC Warrington:

Mrs Amanda Downing
Vice Principal (DSL)



Mrs Jemma Chilton
Attendance & Welfare Officer (DDSL)



Mr John Patterson
Safeguarding Governor



Safeguarding Students at UTC Warrington



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Important Information for Visitors

However, safeguarding is not just about protecting children from deliberate harm. It includes other issues such as:

- Internet safety
- Health and Safety
- Meeting the needs of children with medical issues
- Bullying and cyber bullying
- Racist abuse
- Harassment and discrimination

Child Protection Procedures at UTC Warrington

Disclosures

It may be that whilst you are in college you are approached by a student who wants to talk to you about something that has or is happening to them. We have a very clear system which enables you to report to us so that we can help the student.

What should you do?

If you are approached by a student, help them by:

- Letting them know from the start that the information they share will have to be passed on – EVEN IF THEY MEANS THEY CHOOSE NOT TO DISCLOSE TO YOU AT THIS TIME.
- Listening positively to what they say and, if possible, ensure a degree of privacy whilst you are doing this.
- Take what the student has to say seriously.
- Stay calm, however shocked you may be.

What should NOT:

- Promise to keep any information a secret.
- Ask leading questions – avoid 'who, where, what' type questions
- Appear shocked or angry
- Make judgments/comments (perpetrators are often family members)

- Confront or question an alleged abuser – it is not your job to investigate.

What Next?

Recording and Reporting Information

Following a disclosure you must record the information as soon as is possible on the 'Child Protection Concern Form'; these can be found on the shared drive in the Folder 'Safeguarding'; hard copies are available in the staff room and in the reception area. This must be handed to one of our Designated Safeguarding Lead. If they are unavailable; they must be handed to the Deputy Designated Safeguarding Lead or one of our Student Support Assistants (see flow chart below). If none of these staff members is available, please give your concern form to ANY member of staff in school.

Guidance for Recording Information

As outlined on the 'Child Protection Concern Form' you should note:

- The nature of your concern
- The evidence that led to the concern
- What the child said (if a discussion has taken place)
- Your name; the date and time of any disclosure
- What you did or said (if a discussion has taken place)

General Concerns

Even if a child had not made a disclosure but you have concerns regarding their welfare, you must still record and report the information on the 'Child Protection Concern Form' as outlined above and pass on to our Designated Safeguarding Leads. You may wish to find a designated member of staff and talk to them directly or immediately; please do so but ensure that you follow this up with the written record of concerns.

Concerns may include

- Seeing unusual marks or bruises
- Noticing that a child's personal hygiene is not as it should be
- Noticing that a child is always hungry or looks tired and unwell
- Noticing a change in behaviour, perhaps over a couple of weeks
- Unusual, strange or worrying things they say or write in their books

Allegations Against Staff

Any allegation regarding a member of the college staff should be reported immediately to the Principal or Vice Principal.

If the concerns are about the Principal, please inform the Chair of Governors, Mr Michael Houghton.

Please Remember

CHILD PROTECTION IS EVERYONE'S RESPONSIBILITY

It is not for you decide how important/serious a piece of information is; it is your responsibility to record and pass on ANY piece of information you have regarding the safety of a child, however trivial it may seem to be.

ALWAYS PASS IT ON

UTC Warrington has a Safeguarding and a Child Protection Policy as well as clear procedures for Safeguarding. These are available on the school shared Drive; on our school website and on request from Amanda Downing (Designated Safeguarding Lead and Vice Principal).

If you have any queries regarding this information or would like further advice or support, please contact: **Amanda Downing (DSL)**. If Amanda is unavailable or absent, please contact Jemma Chilton (DDSL).