

Trust Policy and Procedure

Trust Policy	
Monitoring	Frame of engagement
Member of Staff Responsible	Executive Principal
Consultation Parameters	Board of Trustees Designated Safeguarding Leads and Board (Governor with Child Protection experience). Local Authority (through their regular audit process)
Date of Policy	September 2018
Review Cycle	September 2019
Date of Review	1 Year
Website	Yes

School Level Policy	
Statutory Policy	Yes
Member of Staff Responsible	Headteacher, with Designated Safeguard Lead
Review Cycle	Annually
Approval	LGB
Legislation	Keeping Children Safe In Education

Qualifying statement

Each school will have their own policy and procedure for Child Protection, and any interested parties must consult individual schools where the Child Protection matter relates to an individual child or group of children. The Trust policy sets out a number of expectations for these policies, which are determined both by current legislative frameworks and local expectations.

Purpose

All schools in our Trust aim to provide a caring, positive, safe and stimulating environment which promotes all students' social, physical, emotional and moral development. The purpose of this policy is therefore to establish a common standard and expectation. Within The Priory School Trust, the trustees, governors and staff recognise fully the contribution the school and its governors make to safeguarding children, as well as their role in ensuring children in their schools are safe. The safety and protection of all students is of paramount importance and we work towards ensuring that all staff, including volunteers, have a full and active part to play in protecting Students from harm.

Adult Roles

All staff (including students and volunteers) are familiar with the definitions and signs and symptoms of abuse or neglect. They are aware of their individual roles in safeguarding and promoting the welfare of children including their responsibility to be alert to any issues for concern in the child's life at home or elsewhere. We ensure that all staff (including students and volunteers) undergo an induction and training process (updated according to legislation) as well as receiving on-going support and information to help them execute their safeguarding responsibility effectively.

Each school has a Designated Safeguarding Lead (DSL) and a local link governor who oversees this work. In addition, the Trust Board has oversight of the work of the link governors, through a link Trustee.

Policy requirements

Each policy covers instruction on action to be taken if a child is suspected to be at risk of harm and/or If a child discloses information.

All schools in the Trust will clarify in their Child Protection policies, their procedures for:-

- **Prevent Duty (Schools may choose to incorporate their policy *on* Preventing Extremism and Radicalisation in the Child Protection Policy. Where this is a stand alone policy, reference is made this in the Child Protection Policy)**
- **Prevention in the Curriculum**
- **Safeguarding children with special educational needs and disabilities**
- **Children Missing Education**
- **Safe use of ICT and mobile phones**
- **Managing allegations of abuse made against staff (this includes apprentices), students or volunteers**
- **Whistleblowing**
- **Recruiting Staff**
- **Recording details of visitors.**

Each school operates its own Single Central Record (SCR). It is the Trust's policy that one individual has specific responsibility for the addition, deletion and amendment (the operational dimension) of the SCR; there is also at least one other senior member of staff who will have access to the SCR and who will examine the SCR half-terms to ensure the school is compliant. Responsibility for identifying and implementing legislative changes is shared across all Leadership members in the Trust and the Executive Principal has responsibility, through the Board, to ensure all schools are compliant. Regularly, each school will carry out an external audit of its safeguarding procedures.