

# The Keele and North Staffordshire Teacher Education SCITT

## Safeguarding and Pupil Protection Policy Annexes

### Aims and values

KNSTE is committed to safeguarding and pupil protection and adopts the most up-to-date Shaw Education Trust's Safeguarding and Pupil Protection Policy. Although KNSTE staff are not working directly with children, it is essential that they are fully up to date with their basic safeguarding training and therefore comply with the document in regard to practice if ever a safeguarding concern occurred or was raised.

Associate Teachers (ATs) will also receive basic safeguarding training in readiness for their placement in Primary schools and when in their placement schools, are instructed to comply with the school's safeguarding policies and procedures.

### ANNEX A: KNSTE details and Personnel

Name	Role	Contact details
Mrs. D Swift	Director	<a href="mailto:d.swift@knste-shaw.org.uk">d.swift@knste-shaw.org.uk</a>
Mrs R. Argyle	Designated Safeguarding Lead (DSL)	<a href="mailto:r.argyle@knste-shaw.org.uk">r.argyle@knste-shaw.org.uk</a>
Mrs Kerry Inscker	Strategic Board / MAT link for Safeguarding	<a href="mailto:Kerry.Inscker@shaw-education.org.uk">Kerry.Inscker@shaw-education.org.uk</a>

### ANNEX B: Local Safeguarding Partners

Due to unlikelihood of any referrals, KNSTE would not be in regular communication with any local safeguarding partners but information below indicates link.

Local Authority	Safeguarding Partnership	Telephone No.
Staffordshire	<a href="#">Staffordshire Safeguarding Board</a>	01785 277 151

## **ANNEX C: Referral/Reporting Procedures**

Due to the nature of this organisation, there is not an electronic system, e.g. My Concern, CPOMs, for recording safeguarding cases, as all pupils will be on role within their own school, which will have its own reporting, recording and referral processes. We instruct all trainee teachers to, in the first instance, use the procedures within their placement schools, i.e. inform the relevant DSL/Senior Leader of any concern.

However, whilst unlikely, it may occur that an adult associated with KNSTE, either employee or trainee teacher, may need to report a concern via KNSTE systems. If so, they are instructed to contact the KNSTE DSL promptly.

The DSL will in turn, deal with the concern dependent on details, e.g. contact relevant school, KNSTE Director, and/or Trust Director of Safeguarding & Compliance, and even the police if appropriate.

All reports made to the KNSTE DSL will be recorded and held centrally and securely by KNSTE.

## **Annex D: Supporting documents**

This policy annex should be read in conjunction with following documents:

- KNSTE Student handbook
- KNSTE Health and Safety Policy
- KNSTE Diversity, Equity and Inclusion action plan
- KNSTE Disability declaration form

At KNSTE we are committed to both the safeguarding of our Associate Teachers and the children in their care. KNSTE are responsible for delivering basic safeguarding training to all ATs and providing them with a Safeguarding certificate to evidence this on placement. Whilst ATs are on placement in school they will be subject to the school's individual Safeguarding Policy and are required to have a safeguarding induction at the school and confirm this via a signed induction confirmation.

KNSTE will give ATs an opportunity on enrolment to share any additional needs with KNSTE so that appropriate support can be offered. KNSTE ATs are all registered as students at Keele University and as such have access to all of their services. This includes access to disability and dyslexia support, counselling and mental health support, wellbeing support and student experience support. These services will be signposted by the Disability Liaison Officer (DLO) to the whole cohort and more specifically as appropriate.

The table below documents some differences in terminology and practice between KNSTE and SET policy in relation to Safeguarding policies and procedures.

<b>SET Policy</b>	<b>KNSTE procedures</b>
The policy refers to Headteacher throughout	KNSTE have a Director who will fulfil the same roles as those stated for the Headteacher
The policy refers to Academy council throughout	KNSTE have a Strategic Board who will fulfil the same roles as those stated for the Academy Council
The policy refers to school and college staff throughout	All KNSTE staff will be considered under the same description and held to the same expectations regarding safeguarding.
<p>Section A, part 3 of the SET policy states: The Headteacher will ensure that:</p> <ul style="list-style-type: none"> <li>• Safe recruitment and selection of staff, supply staff and volunteers is practised.</li> </ul>	KNSTE will practice safe recruitment processes for recruitment on their training course and all members of staff involved in recruitment will complete safer recruitment training.
<p>Section A, part 3 of the SET policy states: The Headteacher will ensure that:</p> <ul style="list-style-type: none"> <li>• A Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Lead(s) (DDSL) for child protection is identified and receives appropriate time, funding, training, resources, supervision, and support to provide advice and support to other staff on child welfare and child protection matters. The role of the DSL must be explicit in their job description.</li> </ul>	As this role is not explicitly needed in the KNSTE staffing structure, a DSL will be identified but there is no requirement for a DDSL position.
<p>Section C, part 38 of the SET policy states: To adequately implement safeguarding practices, it is important that all staff have appropriate training in this area. Whole staff training on basic child protection and safeguarding takes place every three years.</p>	<p>In addition to this, KNSTE will also deliver SET approved annual basic child protection training to each of our Associate Teachers (ATs) and provide them with a certificate to evidence this.</p> <p>There is a very clear expectation in the KNSTE partnership agreement that each partnership school will conduct an induction on the commencement of a placement to inform ATs of the school's individual safeguarding procedures. A log of this is kept on KNSTE systems.</p>
	KNSTE can make the clear justification for requiring a childcare disqualification declaration for all of its PGCE trainees regardless of specialism. This justification is that all ATs complete a pre-key stage enquiry which requires them to spend time within either and EY or KS1 setting. In addition to this all ATs are required to observe experiences colleagues teaching across their school setting both within and beyond their own key stage.

