

Child Protection Summary for all Agency Staff

This summary is aimed at all staff who work for Wave on supply or other short term contracts (even for only a day). Ensuring such staff read this sheet contributes to our commitment to safeguarding and promoting the welfare of students.

As an adult working for Wave, you have a duty of care towards all students. This means you should act at all times in a way that is consistent with their safety and welfare.

If you have a concern about a student, particularly if you think s/he may be suffering or at risk of suffering harm, it is your responsibility to share the information promptly with the Designated Safeguarding Lead (DSL - the Principal) or Deputy Designated Safeguarding Lead (DDSL - the Deputy Principal (in some APAs this is also the Family Support Manager).

The following is not an exhaustive list but you might become concerned as a result of:

- Seeing a physical injury which you believe to be non-accidental
- Observing something in the appearance of a student which leads you to think his/her needs are being neglected
- Witnessing behaviour which gives rise to concern
- A student telling you that s/he has been subjected to some form of abuse

In any of these circumstances you should write down what you observed or heard, date and sign the account and give to the DSL or Deputy.

If a student talks to you about (discloses) abuse you should:

- Listen carefully without interruption, particularly if s/he is freely recalling significant events
- Only ask sufficient questions to clarify what you have heard. You might not need to ask anything but, if you do, you must not 'lead' the student in any way so should only ask 'open' questions such as what/who/where/when...
- Make it clear you are obliged to pass the information on but only to those who need to know
- Tell the DSL or Deputy without delay

Do not ask the student:

- To repeat the disclosure to anyone else in the school
- Ask him/her or any other student to write a 'statement'
- Do not inform parents

You are not expected to make a judgement about whether the child is telling the truth.

If the behaviour of another adult in the Academy gives rise to concern you should report it to the Principal. If it is about the Principal you should inform Rob Gasson, CEO on 01209 211525 or ceo@wavemat.org. If it is about the CEO you should inform the Chair of the MAT Board on 01209 211525.

Remember – share concerns, don't keep them to yourself.