



SAFEGUARDING - A GUIDE FOR PARENTS

At Breda Academy our motto, chosen by the students is; **Learners Today, Leaders Tomorrow.** We want to ensure that Breda Academy is a school where pupils can **Be Ready Be Polite Be Safe.**

We believe that fostering good relationships with the Parents/Guardians of our pupils is very important. A close partnership between school and home should help ensure that all our children learn and reach their potential in a caring, supportive and safe environment. Good communication is essential if we are to achieve this.

If you have any child protection concerns, please contact a member of the Safeguarding Team in the first instance.

Our Aims

To create an environment in which the safety and welfare of pupils are paramount in our school, Breda Academy will take the following steps:

- endeavour to maintain a strong pastoral ethos;
- provide a secure framework and clear procedures in relation to child protection;
- give guidance to staff in the exercise of their professional responsibilities through a Code of Conduct;
- provide a Counselling Service within school for pupils;
- provide Child Protection Training for all Staff as appropriate;
- use opportunities within the curriculum and Personal Development to address related issues;
- regular review of related School Policies;
- ensure that new employees, both full and part time, volunteer helpers, etc. are subject to standard vetting procedures; and
- implement clear procedures for entrance of Visitors to the School Premises.

School Safeguarding Team

The responsibility for ensuring that appropriate child protection measures and procedures are in place rests with the Board of Governors.

The Child Protection and Safeguarding Team in Breda Academy 2018/19 consists of;

Chairperson of BOG
Designated Governor
Principal
Designated Teacher
Deputy Designated Teachers

Mr G Haire
Reverend Green
Mr M Munro
Mrs G Scott
Ms J McMullan and Mrs S McWilliams

PROCEDURES

In order to protect our pupils at Breda Academy, we will adhere to the following procedures when a pupil raises a concern with a member of staff;

Receive

Remain calm and listen actively without asking leading questions.

Reassure

Reassure the child. Confidentiality cannot be assured as information may have to be passed on in order to help/support them.

Respond

Tell the pupil what is going to happen next and ensure that they are safe and secure.

Record

Note down important information with the time and date and cause for concern/ action taken.

Report

There is a responsibility on all staff and volunteers to pass on information to the Designated Teacher or the Deputy Designated Teachers.

A full version of Breda Academy's Child Protection Policy is available from the school office on request and on the school website.

Copies of all Safeguarding and Pastoral care policies are available from the school or on the school website.

Following the "Recognise and Remove: Concussion Awareness Campaign" in April 2014, it is important that school is informed of any injury involving concussion affecting their child and any restrictions that may apply to a child's activities.

It is also the Parents/Guardians responsibility to inform school of any changes in circumstances e.g. change to contact details, court orders in place, so that we can work together to ensure appropriate information is held to enable parental/school contacts and ensure pupil safety and wellbeing.

At all times, Breda Academy works and cooperates fully with the EA Child Protection Support Service, Social Services, the PSNI and other external support agencies.

The Child Protection Policy is reviewed and updated annually.