



Safeguarding Information for Students and Families

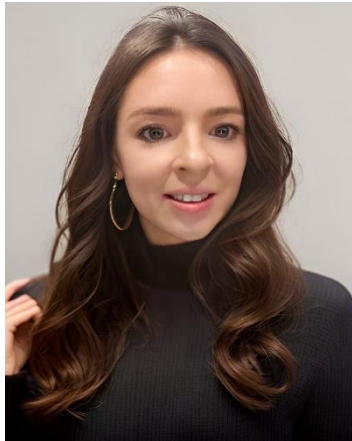
Keeping children safe is everyone's responsibility

A stylized icon of an open umbrella with a black handle. The canopy is divided into five vertical segments of color: red, orange, green, purple, and blue.

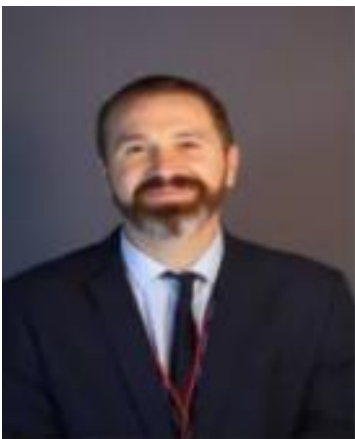
Safeguarding Key People



Sarah Mapstone
Designated Safeguarding Lead



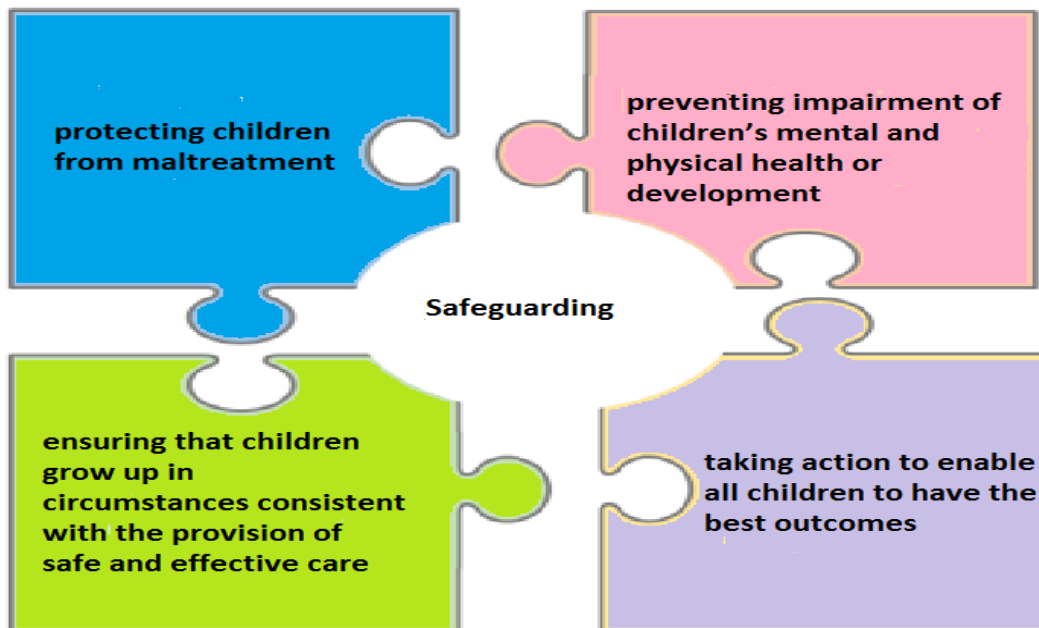
Danica Glover
Deputy Designated Safeguarding Lead



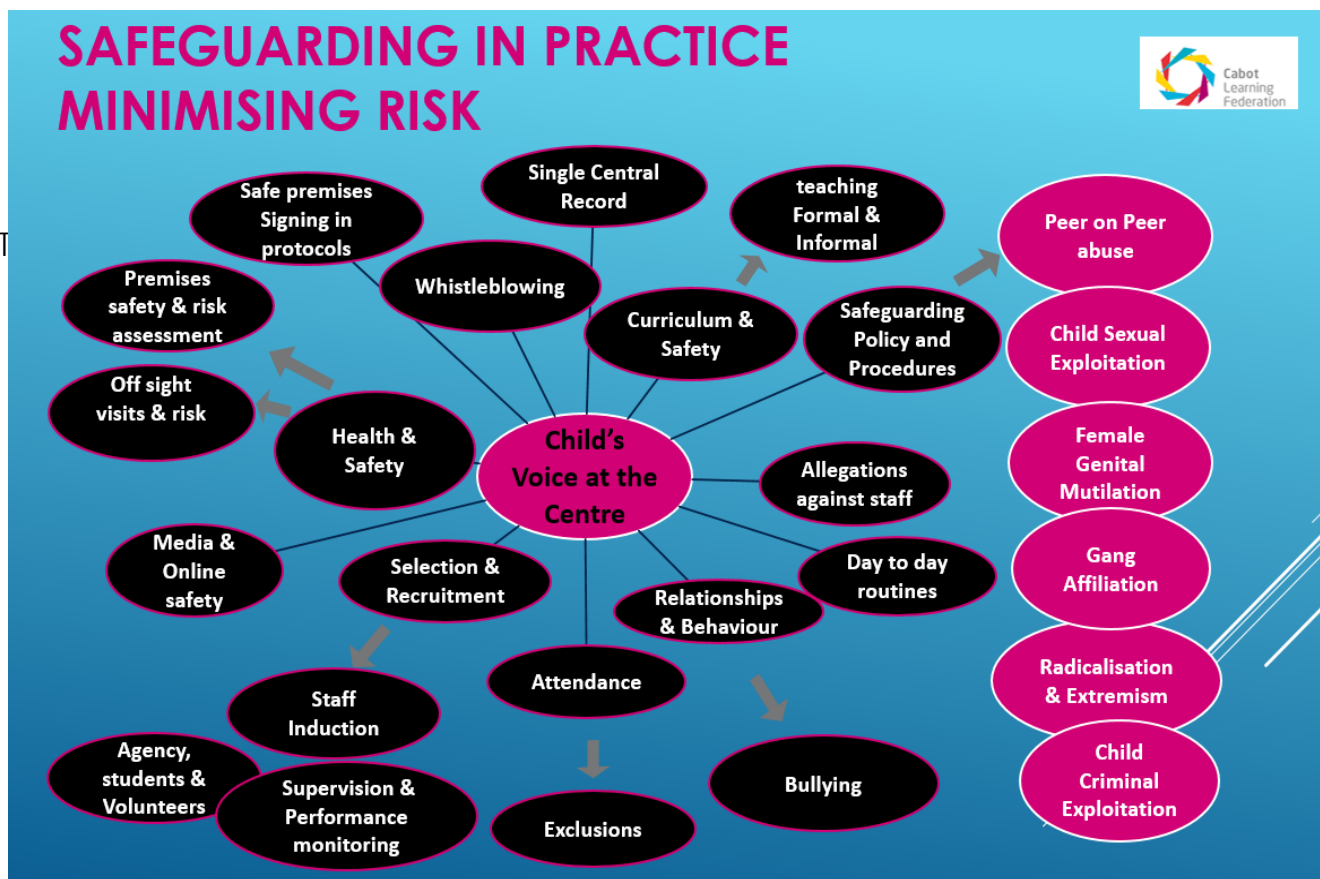
Kris Bridgeman
Vice Principal / Strategic Safeguarding Lead


What is Safeguarding?

Safeguarding is the policies and practices that schools and Governing Bodies employ to keep children safe and promote their well-being.



Many people think that Child Protection is the sole element to safeguarding. It is not, there are many different elements that make up safeguarding in education.





**Know the
4 types
of child abuse**

PHYSICAL ABUSE
Deliberately physically
hurting a child.

EMOTIONAL ABUSE
Causing a child ongoing
emotional harm.

SEXUAL ABUSE
Any sexual activity
with a child.

NEGLECT
Continually failing to meet
a child's basic needs.

TOGETHER
WE CAN TACKLE
CHILD ABUSE



Department
for Education

gov.uk/tacklechildabuse

IF YOU
THINK IT,
REPORT IT.

To find out how visit
gov.uk/tacklechildabuse

As well as the 4 main types of abuse there are other specific concerns we must look out for when working with young people such as:

- Child Criminal Exploitation (CCE)
- Child Sexual Exploitation (CSE)
- Female Genital Mutilation (FGM)
- Radicalisation and Extremism
- Drug and Alcohol Abuse
- Mental Health Concerns (Including Self Injury)
- Gang Affiliation
- Child On Child (Including Bullying)

This list is not exhaustive

Child-on-Child Abuse

It is important to recognise that abuse isn't always perpetrated by adults; children can abuse other children and it can happen both inside and outside of educational settings and online. This is referred to as 'child-on-child abuse' (formally known as peer on peer abuse) and can include:

- bullying, including [cyberbullying](#), prejudice-based and discriminatory bullying
- abuse in intimate personal relationships between peers
- physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm; this may include an online element which facilitates, threatens and/or encourages physical abuse
- sexual violence, such as rape, assault by penetration and sexual assault; this may include an online element which facilitates, threatens and/or encourages sexual violence
- sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment, which may be standalone or part of a broader pattern of abuse
- causing someone to engage in sexual activity without consent
- consensual and non-consensual [sharing of nude and semi nude](#) images and or videos (also known as 'sexting' or 'youth produced sexual imagery')
- 'Upskirting' which involves taking a picture under someone's clothing without them knowing; this is usually with the intention of viewing their genitals or buttocks for sexual gratification, or cause the victim humiliation, distress or alarm. Upskirting is a criminal offence and anyone of any gender, can be a victim
- initiation/hazing type violence and rituals.

All staff should be able to recognise the indicators and signs of child-on-child abuse and know how to identify it and respond to reports in line with their child protection policy. Even if there are no reports of child-on-child abuse, it should be recognised by schools and settings that this does not mean it is not happening, it may be the case that it is just not being reported.



If you have any concerns you must pass this on to the safeguarding team as a matter of urgency. If we are not available, you can also speak with the House Teams or a member of the Senior Leadership team.

If a child makes a disclosure to you, there are a few golden rules to remember:

- Do not to use any leading questions, instead you can say *Tell me? Explain to Me? Describe to Me?* when asking about the incident. Alternatively, you can use the 5 W's and 1 H- *Who? What? Where? When? Why? How?*
- If you are taking a disclosure directly from a child, please do not write this in a statement format, instead only bullet point key points.
- If a child starts to make a disclosure to you, please do not shut them down and continue to listen calmly, reassuring them that they have done the right thing in speaking with you.
- Please do not make any promises of secrecy – At the first available opportunity please do let them know that you may have to pass information on to the safeguarding team.

SAFEGUARDING

Safeguarding is everyone's business – it is up to us to keep children safe (Keeping Children Safe in Education 2023)

A key priority for Bristol Metropolitan Academy is that all adults who work with our students take account of safeguarding and promote the welfare of children and young people. Our aim is to promote a culture of being a safe organisation for young people and the adults who work with them.

This is approached by:

- Ensuring Disclosure and Barring Service (DBS) checks are carried out on all who regularly deal directly with students or have access to their personal information.
- Developing recruitment practice in line with guidance on safer recruitment practices.
- Working to promote a safe culture where there is a common understanding of risk management and judgement in relation to safeguarding.
- Ensuring allegations are dealt with quickly, fairly and with transparency and staff operate a safe practice that does not leave them open to misunderstanding or malicious allegations.
- Giving staff guidance and training to enable them to recognise concerns about children and take responsibility for acting quickly on those concerns.
- Communicating child protection procedures to all staff, parents and visitors.

We would ask that should you hear, see or read anything which troubles you about a child, do not ignore it, but report your concerns to the DSLO/ DDSL for Bristol Metropolitan Academy:

- **DSLO – Mrs S Mapstone**
- **DDSL – Miss D Glover**

Whilst at the Academy all visitors will be accompanied by a member of Academy staff unless a record of the visitor's DBS check has been received and checked.

VISITORS

- All visitors must report to the appropriate member of staff, signing in on arrival and signing out before leaving the premises.
- On arrival, please register your car registration plate on the sign in screen in Reception.
- In the event of a fire evacuation the person hosting the visitor is responsible for escorting them to the fire assembly point.

ACTION ON DISCOVERING A FIRE

Shout "Fire fire fire" as loud as you can and leave the building. We operate an automatic fire detection system so the alarm will go off imminently.

ACTION WHEN THE FIRE ALARM SOUNDS

- Fire wardens can be identified by hi visibility jackets;
- All members of staff will take responsibility for the evacuation of the building in the following way:
 1. Keep students calm and quiet.
 2. Classroom doors must be closed but not locked.
 3. Students must be led quickly to the nearest exit as indicated on the plan or by following the exit signs.
 4. Students, staff and visitors should not stop to pick up bags, coats etc.
 5. Everyone must be quiet and walk during the evacuation.
 6. The main Academy assembles on the located at the Astro at the far end of the Academy.
 7. Reception staff to collect the visitors book, trip lists and signing in and out sheets.
 8. Tutors to check all students are present and to report anyone missing to the Vice Principal immediately.
 9. Admin staff to check visitor attendance and report to the designated member of staff.

LOCKDOWN

In the event of a lockdown, please find a room to hide in, turn off the lights, barricade the door and unplug the phone. The lockdown will be initiated and ended by the tannoy. Lockdowns are practiced at least annually.

HEALTH AND SAFETY

Bristol Metropolitan Academy regards the promotion of Health and Safety to be of the utmost importance for all personnel that attend as students, work in or visit the Academy.

It is Academy policy to ensure that every reasonable step is taken to prevent injury and ill health to personnel by protecting individuals from hazards at work. This includes students and visitors to the Academy whether it is for pursuance of their employment or other activities.

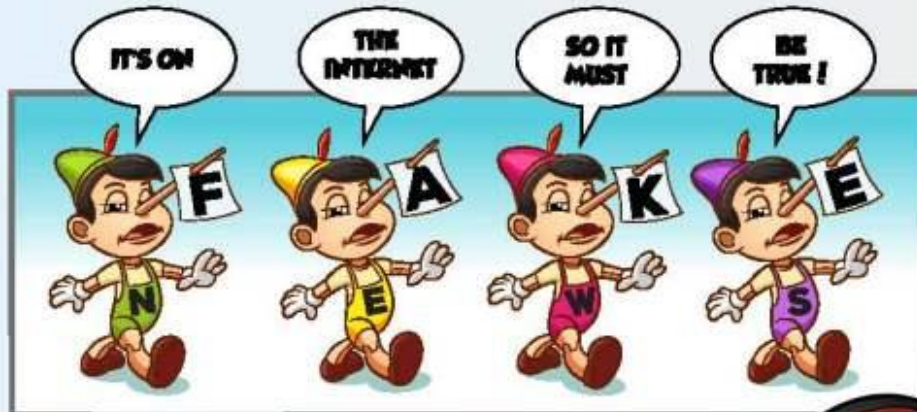
This is approached by:

- Assessing and controlling risk as part of the day-to-day management of Academy activity;
- Providing and maintaining safe, healthy and secure working conditions, training and instruction so that personnel are able to perform their various tasks safely and efficiently;
- Ensuring that a constant awareness with regard to health and safety at work is maintained in respect of all activities within the Academy and during out of Academy activities;
- Periodic review of the safety policy as Academy activities and the associated risks change.

We would ask that you comply with safety procedures, whether written or brought to your attention by other means, for your own protection, protection of those under your supervision and others who may be affected by your actions.

Should you have any concerns relating to any incident which has led, or could have led to damage or injury, please report your concerns to the member of staff supervising your visit or to the Academy reception who will inform a senior member of staff. **Telephone – 0117 3772071**

A Parent's Guide to Fake News



scan the QR code with your phone's camera for Parent Guides on how to help keep your children safe online



Don't believe everything you see online!

Young people can very easily be dragged into things without parental guidance and support.

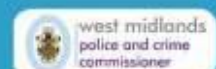
Online safety is when young people know who they can tell if they feel upset by something that has happened online.

Parents please contact your school to enquire attending their next e-safety workshop or have any concerns.

Working with Home Office 'PREVENT', The Police and Crime Commissioner and Children's Safeguarding Partnerships to help keep children safe online.

Skips Educational Email: info@skipsed.com Tel: +44 121 227 1941

Developed in partnership with



POTENTIALLY DANGEROUS APPS PARENTS / TEACHERS NEED TO KNOW ABOUT

THESE APPS CAN EASILY BE USED AS GROOMING TOOLS BY ONLINE PREDATORS LOOKING TO MEET UP & SEXUALLY ABUSE CHILDREN.

This is not exhaustive, and updated each year to reflect new risks and dangers (updated 2022). New apps are constantly being created, so it's important to monitor what children download.



FACEBOOK Allows you to connect with others and share comments, photos and videos. You can add friends, write on people's pages and posts, join groups and play games.	SNAPCHAT Is one of the most popular apps in recent years. Whilst the app promises that photo's, videos and stories disappear, others can take screenshots of private photo's.	INSTAGRAM Kids are creating fake accounts to hide content from their parents, according to police. Messages are also deleted once a user leaves a conversation.
WHATSAPP Allows you to send messages, images and videos in 121 and group chats with your contacts. You can choose to share your live location for up to eight hours with one contact or a group.	OMEGLE Is a video chat website where users are matched randomly with strangers.	KIK MESSAGING Kik Is a messaging app that allows content normally filtered on a home computer.
WHISPER Is an anonymous social media app that promotes sharing personal secrets with strangers. (new people). It reveals a users location so people can meet up.	CALCULATOR % Is only one of SEVERAL social media apps disguised as a calculator, the app is actually a secret photo vault to hide photos, videos, files and browser history.	HOT ON NOT Strangers rate a user's 'attractiveness' with the aim of real-world meet ups in your local area.
ASK.FM An app where users can anonymously ask questions and receive answers. The app has been featured in a number of cyber bullying cases.	YUBO Similar to Tinder, the app is designed to allow teens to flirt with each other.	BURN BOOK Anonymous rumors can be posted about people through audio messages, texts and photos.
WISHBONE This app allows users to compare kids and rate them on a scale.	SKOUT Is a location based dating app and website. Whilst people under 17 are unable to share private photo's, Children can easily create fake accounts.	MEET ME Is a dating social media app that allows users to connect with people based on geographic proximity. The app encourages people to meet
TELLOMYN Anonymous messenger app. It calls itself "the most honest place on the internet." Age controls are inconsistent and sexual explicit material can be found.	Zoomerang Is a popular app that looks like a harmless messaging app however it allows private anonymous messaging and is location enabled.	TIK TOK Is one of the most popular apps in recent years used for sharing short videos with very limited privacy controls users are vulnerable to explicit material.
FACEBOOK MESSENGER Is one of the most popular message apps in the world. It has already heavily been used by predators and the end-to-end encryption will make it even more unsafe.	BADOO Is a location based dating app and website. Whilst people under 17 are unable to share private photo's, Children can easily create fake accounts.	KIDSCHAT Is one of the most popular apps in recent years used for sharing short videos with very limited privacy controls users are vulnerable to explicit material.
VINE Allows users to watch and post six second videos. While many of the videos are harmless, porn videos do pop up into the feed, exposing your children to sexually explicit material.	POOF Hides other apps on your phone. If children have apps that they want to keep hidden from their parents, all they have to do is download this app and "poof," their screen is clear.	DISCORD A gaming app that allows video sharing and video chat. Bullying is a problem on Discord. Some of the bigger problems include suicidal ideation, hate speech and graphic images.
HOOP Hoop is a dating app that connects to SnapChat and allows 12 + teens to swipe on pictures that they like with the purpose of meeting. This leads to issues with fraud and	GALLERYVAULT GalleryVault and other vault apps hide photos and videos. One of the scarier options on it gives the user access to a secret web browser and alerts the user if someone attempts	PSST! Is a chat room app that prides itself on messages being deleted almost immediately from the server, ID-masking, and secretive private chat. For parents, these features

Domestic Abuse and Children

Worried about a child? Don't wait

Domestic violence is a pattern of controlling, aggressive or degrading behavior from one person to another within an intimate relationship. The abuse can be physical, sexual,



Children are being exploited by gangs involved in drug crime. Know the signs to spot.

County lines gangs use children and vulnerable people to courier drugs and money. A young person who is involved in county lines activity might exhibit some of these signs:



Persistently going missing from school or home, or being found out-of-area



Unexplained acquisition of money, clothes or mobile phones



excessive receipt of texts or phone calls



Relationships with controlling, older individuals or gang association



Leaving home or care without explanation



Suspicion of self-harm, physical assault or unexplained injuries



Parental concerns



Significant decline in school performance



Significant changes in emotional well-being

Further advice - www.talktofrank.com

To give information anonymously - crimestoppers-uk.org. 0800 555 111

Hampshire Constabulary - www.hampshire.police.uk



Home Office

Working in partnership with

CrimeStoppers.



**who can
you tell?**

If you need help or think someone could be a victim of modern slavery, call the free and confidential **Modern Slavery & Exploitation Helpline**. We're open 24 hours a day, 365 days a year.

**CALL FREE ON
08000 121 700**

 modern slavery
& exploitation
helpline

How does Prevent protect people from radicalisation?

Radicalisation means someone developing extreme views or beliefs in support of terrorist groups or activities. Prevent helps to guide people away from radicalisation, and the dangers it presents.

Some of the help offered through Prevent's support programme, Channel, includes:

- Mentoring and ideological interventions
- Mental health support such as counselling
- Education or career development support
- Online safety training for parents

Being supported through Channel is voluntary, confidential, and won't go on someone's criminal record.

Get help if you're worried about someone being radicalised, visit **GOV.UK/PREVENT**



female genital mutilation of young girls

is
child abuse

It is illegal to practise FGM in the UK or to take girls out of the UK for FGM. There is a 14 year prison sentence for anyone performing, arranging or assisting FGM.

No religious doctrine supports FGM. It is a grave human rights violation with serious long term health consequences.

Be informed, be aware, and be ready to flag a concern.

SAY NO TO FEMALE GENITAL MUTILATION

Don't let it damage another generation.

www.fco.gov.uk/fgm

Useful Contacts

Name	Service	Website	Phone Number
Off The Record	Drop in sessions and counselling	https://www.otrbristol.org.uk/	0808 808 9120
Child Line	Help and advice	https://www.childline.org.uk/get-support/contacting-childline/	0800 1111
Kooth	Advice and Counselling online	https://www.kooth.com/	
Shout	Support service	https://giveusashout.org/	Text: 85258
CAHMS	Mental health crisis line	https://www.awp.nhs.uk/camhs/camhs-services/camhs-locality	<p>North Bristol Phone: 0117 3546800</p> <p>South Bristol Phone: 0117 9190330</p> <p>East and Central Phone: 0117 340 8600</p> <p>North Somerset Phone: 0300 125 6700</p> <p>South Gloucestershire Phone: 01454 862431</p>

If a child is at immediate risk call the POLICE

POLICE 999

To make an URGENT referral, i.e. a child is

FIRST RESPONSE - 0117 9036444

likely to suffer or is suffering significant harm, call children's social care.		
Out of Hours Referrals	EMERGENCY DUTY TEAM - 01454 615 165	
Mental Health Crisis (24 hours, 7 days a week)	Bristol Mental Health - 0300 555 0334	
To make a NON-URGENT referral, contact FIRST RESPONSE using the online form	FIRST RESPONSE Online form https://www.bristol.gov.uk/social-care-health/make-a-referral-to-first-response	
To raise concerns and ask for advice about radicalisation (also contact First Response).	PREVENT DUTY - 01278 647466 PreventSW@avonandsomerset.police.uk	
To liaise with the specialist Safeguarding Police unit	Lighthouse Safeguarding Unit (Avon and Somerset police) 01278 649228 LighthouseBristol@avonandsomerset.police.uk	
For advice and guidance about whether to make a referral	Families in Focus (Targeted Support)-	
South 0117 9037770	East Central 0117 3576460	North 0117 3521499

If you have concerns about a professional working with a child...

To raise concerns and ask for guidance in relation to the conduct of someone who works with children	Local Authority Designated Officer - (LADO) T: 0117 9037795 KBSP LADO notification form
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For information, advice and guidance in relation to safeguarding policy and procedures.

Safeguarding in Education Team

T: 0117 9222710

E: Safeguardingineducationteam@bristol.gov.uk

South Advisor Helen Macdonald helen.macdonald@bristol.gov.uk 07788363760	East Central Advisor Jess Curtis jessica.curtis@bristol.gov.uk 07788363338	North Advisor Elisabeth Clark elisabeth.clark@bristol.gov.uk 07824503572
Child sexual exploitation & child criminal exploitation	Operation Topaz (Avon and Somerset Police) https://www.avonandsomerset.police.uk/forms/vul	
Safer Options Team - Education inclusion managers		
South Ingrid.Hooper@bristol.gov.uk	East Central Calum.Paton@bristol.gov.uk	North Ross.Moody@bristol.gov.uk
Report a Child Missing from Education	Bristol City Council – Education Welfare https://www.bristol.gov.uk/schools-learning-early-years/children-missing-education-cme	
Children affected by Forced Marriage	Forced Marriage Unit T: (0) 20 7008 0151 E: fm@fco.gov.uk	
Online Safety Advice	Professional Online Safeguarding Helpline T: 0344 381 4772 E: helpline@saferinternet.org.uk	
Reporting online abuse and grooming	Child Exploitation and Online Protection command https://www.ceop.police.uk/ceop-reporting/	
FGM advice	NSPCC FGM Helpline T: 0800 028 3550 E: fgmhelp@nspcc.org.uk	
Domestic Abuse support (Bristol)	Directorate of local and national services https://www.bristol.gov.uk/crime-emergencies/abuse-violence	
Young Carers – advice and support.	Carers Support Centre T: 0117 958 9980 W: https://www.carerssupportcentre.org.uk/young-carers/contact-young-carers/	
Whistleblowing professional policy	NSPCC Whistleblowing hotline T: 0800 028 0285 E: help@nspcc.org.uk	

[Child and Adolescent Mental health](#) (CAMHS)

Primary Mental Health Specialists (advice) Child and Adolescent Mental Health

South

0117 3408121

East Central

0117 3408600

North

0117 3546800

Avon and Wiltshire Mental Health Partnership NHS Trust 24/7 crisis line: 0800 953 1919

Advice around harmful sexualised behaviour.

Be Safe

0117 3408700

W: <https://www.awp.nhs.uk/camhs/camhs-services/HSB-services/be-safe>

Brook Traffic Light Tool

[CPD: Brook Sexual Behaviours Traffic Light Tool \(RSE\) Course](#)