



Academies Trust

Safeguarding Policy Secondary Schools

Co-op Academy North Manchester



Co-op Academy North Manchester is our academy and we want it to be a safe place for every pupil. We will always do everything we can to make sure that every pupil within our academy is safe both inside and outside of our academy.

Keeping you safe is what matters most to all of the staff at Co-op Academy North Manchester.

This policy is to help you understand what Safeguarding means to you and to help you decide what could be a “problem” and whom you should talk to.



What is safeguarding?

Staff in our academy know that Safeguarding means that they should:

- Protect you from harm;
- Make sure nothing stops you being healthy or developing properly;
- Make sure you are safely looked after;
- Make sure you have the best life chances and can grow up happy and successful

All Staff in our academy will make sure they look after you by:

- Making the academy a safe, friendly, welcoming and supportive place to spend time in – somewhere you want to be
- Be there for you to talk to if you need to and know who to ask for help
- Give you guidance in your lessons to help you learn how to look after yourself both online and in the real world
- Doing our best to spot if there is a problem. All of the staff in our academy have been taught how to do this
- Have all the right rules and procedures in place to help look after you. They will follow these rules and procedures all of the time (these rules are sometimes called policies)
- Supporting and encouraging you, and listening to your wishes and views

Abuse

When someone hurts, harms or takes advantage of you it can be called abuse. This is when someone does something to you that is harmful, unpleasant or painful like:

- If someone deliberately hits you, hurts you, injures you or humiliates you in different ways
- If someone says or does something that makes you feel bad about yourself or hurts your feelings which makes you feel scared, sad, upset or frightened
- If someone shouts, threatens, hits or hurts someone you love whilst you are around which makes you scared, unhappy or worried
- If someone doesn't take proper care of you, you feel abandoned, lonely or neglected. You might not be able to eat or wash regularly, or you might not be able to come to school every day or on time
- If someone touches you in a way that you don't like
- If someone makes you look at things or do things which make you feel ashamed, embarrassed, uncomfortable or guilty. They may ask you to keep it a secret or give you presents

Abuse is never ok and if you are being or have been abused you must remember – it is not your fault. You must always tell someone and they will help you by putting things or people in place to prevent it from happening again.

Who can I talk to if I have a problem?

You can talk to any member of staff in our academy if you have a problem. We will work together to help you. There are also other ways you can share your concerns with staff:

Report a concern button on the website - this option is available to you at any time day or night.

Pastoral Team

Year 7



Mr Kelly
Head of Year

Year 8



Mrs Rundle
Head of Year

Year 9



Mr Renshaw
Head of Year

Year 10



Mr Morrison
Head of Year

Year 11



Mr Norbury
Head of Year



Mrs Kelleher
Pastoral Manager



Miss McCormick
Pastoral Manager



Mrs Stubbs &
Miss Abram
Pastoral Managers



Miss Johnson
Pastoral Manager



Mr Farooqi
Pastoral Manager

SEND Team



Mrs Garsten
SENDCo



Miss Campbell
Deputy SENDCo



Mr Daniels
Assistant SENDCo



Miss Philpotts
Assistant Deputy
SENDCo



Mrs Fisher
Attendance
Officer



Miss McCloskey
Attendance
Officer

Attendance Team

Senior Leadership Team



Mrs Sloper-Russell
Principal



Mr Sinnott
Vice Principal



Mrs Fiddler
Vice Principal



Mr Burkitt
Vice Principal



Mr Lane
Assistant Vice Principal



Mrs Watkins
Assistant Vice Principal



Ms Parkinson
Assistant Vice Principal



Mrs Tomkow
Assistant Vice Principal



Mrs Colleran
Assistant Vice Principal



Mr Greenfield
Assistant Vice Principal



Mrs McLean
Assistant Vice Principal

Are you concerned about yourself or another pupil?

If you are upset or concerned about yourself or someone you know there are lots of ways to help:

You can **SPEAK** with any adult in the academy who will pass your concern to the safeguarding team



You can **WRITE** your concern on a piece of paper and post in the safeguarding post box in the yellow winter garden



You can **EMAIL** your concern to noma-showyoucare@coopacademies.co.uk



You can **VISIT** the academy's safeguarding page on the website to report a concern



The Safeguarding Team



Ms Kelly
Designated Safeguarding Lead



Ms Grogan
Deputy Designated Safeguarding Lead



Miss Morrison
Deputy Designated Safeguarding Lead



Ms Smedley
Safeguarding Officer

What happens next?

The member of staff you have spoken to will make accurate and specific notes of discussions to make sure that all of your concerns are recorded. Safeguarding information about you will be stored on our electronic recording system, CPOMS.

The member of staff can not promise to keep secrets. They will explain that they have a responsibility to report what has been said to someone else if they are worried about your safety.

Sometimes to make sure you get the best support, a member of staff will need to talk to one of the designated safeguarding leads (DSL's). Our DSL's are specially trained members of staff who have lots of experience of supporting children and families.

The staff in school will work with you, and sometimes your family to make sure you are safe.

Sometimes the DSL's may need to contact other agencies who help to safeguard children. This might include children's social care (Social Workers) or the police.

We know that sharing your problems can feel scary. Anything that we do will always be done with your safety as our main priority and following our academy rules.

The staff in our academy that are helping you will explain this to you and you can ask them any questions you need to.

We will always do our best to keep you informed of what is happening and what will happen next. Where we are not able to do this we will explain why.

Criminal Exploitation

Criminal Exploitation is when individuals or gangs target young people and force them to carry out criminal activity. The individuals or Gangs (Exploiters) may force young people to deal drugs, steal, commit violent or sexual acts and traffic them to other towns or cities. Children who are being criminally exploited are usually threatened and/or beaten by the people exploiting them – but exploiters are smart: they'll spend months or years grooming their victims, and sometimes the young person may not even know it is happening to them.

Child Sexual Exploitation

CSE stands for Child Sexual Exploitation and is a form of sexual, emotional and physical abuse. It often the young person being given food, accommodation, drugs, affection, presents/gifts and money in return for performing sexual acts. It usually involves the young person being beaten or threatened and intimidated if they don't do what they are asked to do by the person who is exploiting them.

Criminal Exploitation and Sexual Exploitation are never ok and if you are being or have been exploited you must remember – it is not your fault. You must always tell someone and they will help you by putting things or people in place to prevent it from happening again.

Sexual Violence and Sexual Harassment between children is unwanted sexual behaviour that occurs between two children (or more) of any age or sex. This behaviour can be online or in person and can be either physical, verbal or both. Examples of sexual violence and sexual harassment could be sexualised comments or sexually touching another person in a way that makes them feel, embarrassed, intimidated or degraded. The term up-skirting refers to somebody taking a picture under someone else's clothing without that person knowing and is a crime and we will not tolerate this behaviour in our academy.

Agencies that support young people in our academy

Co-op Academy North Manchester recognises the importance of multi-agency working and is committed to working alongside partner agencies to provide a coordinated response to promote children's welfare and protect them from harm. This includes police, social care, Early Help, CAMHS or charity sector organisations

Safeguarding System

This flowchart shows how the safeguarding system at Co-op Academy North Manchester works. At every stage the adults will listen to your voice and make a record of any action they take. The safeguarding team has access to these records. This helps us to keep you safe.

