



Wychwood School
OXFORD

Wychwood, Oxford Guide to Safeguarding Requirements for other groups using the School Premises

Author: AKJ

Inception: July 2018

Presented at Board November 2018

**Date of next internal Review: January 2024 or as required.
The following policy is written with due regard to KCSIE 2022 and Working Together to Safeguard Children, July 2020.**

KEY PRINCIPLES

- All children have the right to be protected from harm.
- The prime concern at all stages must be the best interest and safety of the child.
- The intention of this policy is to ensure that appropriate action is taken immediately where it is suspected that a child is being abused.
- Early recognition of abuse may prevent serious harm to children and the break-up of families if professional help can be made available.
- Everyone who comes into contact with children has a role to play in safeguarding them. School and other staff are in a position to identify concerns early and to provide help for children to prevent concerns from escalating.
- All staff must act in the best interests of the child.
- However, should staff feel that their safeguarding concerns are not likely to be taken seriously or who do not feel able to raise concerns regarding child protection failures with their Designated Safeguarding Lead or have concerns about the way a concern is being handled by their organisation then they should contact the NSPCC whistleblowing helpline on 0800 028 0285 or help@nspcc.org.uk
- A child is taken to be any person under the age of 18.

KEY DOCUMENTS WITH WHICH THIS POLICY IS IN ACCORD

- Section 157 of the Education Act 2002
- Children Act 2004
- The Revised *Prevent* Duty Guidance: for England and Wales gives proprietors of independent schools a statutory duty under Section 29 of the Counter-Terrorism and Security Act 2015 to prevent people being drawn into terrorism.
- Working Together to Safeguard Children (July 2020)

ISSRs
Part 3
NMS
12.1 and
12.2

ISSRs
Part 3

ISSRs
Part 1
2(B)(ii)

- Keeping Children Safe in Education (KCSIE) (September 2021)
- Boarding Schools National Minimum Standards (2015)
- Local inter-agency procedures published by the Oxfordshire Safeguarding Children Board (OSCB, which is the LSCB for Oxfordshire).

The School expects that all visiting staff should have regard to KCSIE when carrying out their duties to safeguard and promote the welfare of children and that this means they should comply with KCSIE (September 2021) unless exceptional circumstances arrive.

Wychwood, Oxford expects that every external organisation using the School's premises will have safeguarding procedures in place that comply with the requirements of Wychwood, Oxford's Safeguarding policy. To that end, Wychwood, Oxford will

- supply external organisations with electronic copies of Wychwood, Oxford's Safeguarding Policy
- supply external organisations with electronic copies of KCSIE 2021
- require a signed declaration that all external staff will be made aware of and will comply with the requirements of the policy as if they were working at Wychwood, Oxford while in residence at Wychwood
- require documentation to show who is acting as the external organisation's Designated Safeguarding Lead together with proof that this person has undergone the required training to fulfil the role
- require documentation that proves all staff have been subject to an enhanced DBS check and Barred List check together with appropriate prohibitions, directions, sanctions and restrictions checks before they take up work within Wychwood's premises
- require documentation that proves all staff are trained in safeguarding prior to them beginning work within Wychwood's premises

Appendix 1 - Key Contacts

OSCB: 01865 815843

Email: oscb@oxfordshire.gov.uk

Alison Beasley – Designated Officer (LADO)

Email: LADO.SafeguardingChildren@Oxfordshire.gov.uk Schools

Tel: Safeguarding Team: 01865 810603

Multi-Agency Safeguarding Hub (MASH): 0845 0507666

Oxford City Social Care team: 01865 328563

Oxford City Locality Social Workers

North 01865 323039

City 01865 328563

South 01865 323041

Emergency Duty Team 0800 833 408

Appendix 2



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SAFEGUARDING AND PREVENT DUTY INFORMATION FOR STAFF



Tel: 01865 815843 E: oscb@oxfordshire.gov.uk

Multi-Agency Safeguarding Hub (MASH) on 0845 0507666
mash-childrens@oxfordshire.gcsx.gov.uk

Children's Social Care Teams;
Oxford City – 01865 328563;

North Oxfordshire (including Banbury, Witney, Bicester, Carterton and Woodstock) – 01865 323039;

South Oxfordshire (including Faringdon, Wantage, Thame, Didcot and Henley) – 01865 323041.

Emergency Duty Team – 0800 833 408

Kingfisher Team (Child Sexual Exploitation) 01865 335276. (Out of hours calls to this number will be diverted to the Thames Valley Police Referral Centre).

To report concerns about a professional or person in a position of trust, contact the Local Authority Designated Officer (LADO) to report an allegation:

Alison Beasley – Designated Officer (LADO)

Email: LADO.SafeguardingChildren@Oxfordshire.gov.uk Schools

Tel: Safeguarding Team 01865 810603:

In cases of potential vulnerability to radicalisation, call 0845 050 7666 during office hours and ask to be put through to the Oxfordshire MASH (for a child) or the Social and Health Care Team (for an adult).

Non-emergency Police contact: telephone 101

Forced Marriage Unit Contact details: Email: fmufco@fco.gov.uk; Tel: +44 (0) 20 7008 0151

DfE telephone counter-extremism helpline for staff and governors (09.00-18.00): 020 7340 7264 or counter-extremism@education.gsi.gov.uk

NSPCC whistle-blowing helpline: 0800 028 0285 or help@nspcc.org.uk for staff who feel unable to raise concerns regarding child protection internally.

Appendix 3 – Documentation Required



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Please print:

External Organisation	
Dates within Wychwood, Oxford	
DSL	
Nature of DSL Training (please supply a copy of the certificate)	

I, (full name) _____, as DSL for (external organisation _____) have received electronic copies of Wychwood, Oxford's Safeguarding Policy and KCSIE 2018 Part 1 and Annex A.

I certify that all the staff have been made aware of the contents of these documents

I certify that all staff know that they must behave according to this policy while working within Wychwood, Oxford's premises. .

I certify that all staff have a valid Barred List check

I certify that all staff have a valid enhanced Disclosure and Barring Service Check

I certify that the appropriate prohibitions, directions, sanctions and restrictions checks have been carried out for all staff

I certify that all staff have received Generalist Safeguarding training

Signed by DSL named above for _____

Signed by _____ for Wychwood, Oxford

Please Print: _____