

MEETING OF THE FYLDE COAST ACADEMY TRUST SAFEGUARDING BOARD

Meeting No. 10

Date: Monday 25th April 2016
Venue: Blackpool Sixth Form College
Time: 4.15pm

Present: Dr David Sanders (Chair)
Ms Nicola Anderson (Lead Case Worker, Deputy Safeguarding Lead, Unity Academy)
Ms Alana Frith (Safeguarding Governor, Aspire Academy)
Mr Chris McConnachie (Chair of Governors, Hodgson Academy)
Mr Stuart Ormson (Designated Safeguarding Officer, Blackpool Sixth Form College)
Ms Gill Smith (Assistant Principal: Personal Development and Welfare, Montgomery High School)
Ms Holly Wood (Principal, Hambleton Primary Academy)
Ms Gail Yeadon (Deputy Principal, Blackpool Sixth Form College)
Ms Laura Ferris (FCAT HR Business Partner) – for part of the meeting
Mrs Sue Hawitt (FCAT Governance Administrator – minutes)

Apologies: Apologies were received and accepted from Phil Anderton, Gail Neale, Tom Kearns, Simon Brennand, Lisa Shuttleworth Brown and Neil Oldham.

Action

1. Preliminaries

The Chair welcomed everyone to the meeting, especially the Principal from Hambleton Primary Academy who was attending her first meeting to feed-back on any safeguarding issues affecting them. She informed the Chair that Roger Cameron, Chair of the Hambleton Primary Governing Body and Safeguarding Governor will attend the next meeting.

Introductions were made.

Apologies were noted

2. Declarations of interest

None.

3. Consideration of any items of urgent business

None.

4. Minutes of the meeting held on 11th February 2016

The minutes were approved.

5. Matters arising from the minutes not covered elsewhere on the agenda

5.1 Counselling for case managers (Item 5 from the previous minutes)

Confirmation that counselling facilities are in place for staff. NA informed the Chair that Pauline Howard (New Routes Ltd) is due to complete her degree in four to five weeks, resulting in the 'free of charge trial counselling sessions' ending in May 2016. She asked if it was possible for FCAT to increase the timescale for the counselling sessions as there

are staff at Unity Academy interested in taking up this service. Clerk to contact Laura Ferris to arrange long-term service.

- 5.2 Sharing of drug awareness raising programmes** (Item 9.1 from the previous minutes) confirmation these have been circulated.
- 5.3 Sharing of safeguarding programme provided for Blackpool Sixth Form College students** (Item 9.5 from the previous minutes) The Clerk confirmed these have been circulated to FCAT Safeguarding Board members.
- 5.4 FCAT's Policy on DBS clearance** (Item 11c from the previous minutes) Confirmation that the policy re use of portable DBS forms has been provided to the person enquiring. The procedure is to accept portable DBS clearance from any new starters that have them, but to complete ordinary ones for those that do not. We do not charge new starters for their DBS clearance.
- 5.5 Papers form Blackpool LSCB Shadow Board** (Item 15 from the previous minutes) Confirmation that these were shared with FCAT Safeguarding Board members on 23rd February 2016.
- 5.6 FCAT Safeguarding Board Report No 1** (Item 16 from the previous minutes) Confirmation that the report was reviewed and noted at the meeting of the FCAT Directors on 24th March 2016.

Laura Ferris, FCAT HR Business Partner joined the meeting for the next item.

6. FCAT Whistleblowing Policy

During a discussion the Chair highlighted the fact that colleagues need to be confident that there is an avenue available to them, should they have any concerns that need raising. He referred to the Ofsted Whistleblowing Policy and Guidance as a well- known and recognised policy which should be used as a reference throughout the FCAT policy.

LF gave an update on the FCAT Whistleblowing Policy. She explained that the original policy had been adapted from Unity Academy's Policy and asked for feed-back on any missing points.

It was suggested that contact details for reporting and links to academy websites, be added to the policy as part of an appendix making it easier to update on a regular basis as changes occur.

SO suggested whistle-blowing website www.pcaw.org.uk be added to the policy as a good source of information, the website includes, an advice line, FAQ and video clips.

An initial concern discussed was the fact that the process for reporting any issues according to the FCAT policy was to raise any concerns with the Principal of the academy. If the employee believes the Principal is implicated then the employee should approach the Chair of the Academy Council and FCAT Directors. It was noted that this could be a huge issue for some staff who may find it difficult to report directly to the Principal resulting in the reporting process not be followed through.

It was suggested that the first point of contact be the line manager according to

the needs of the concern. The Chair recommended that a safeguarding issue be reported to the Chair of the FCAT Safeguarding Board and if this is a concern that needs to involve the Local Authority Designated Officer (LADO), then it be reported to the Principal of the Academy.

NA stated that whistleblowing is difficult, quite often serious when it gets to this point and it was important that staff felt supported and encouraged to raise any issues. GY suggested that the policy be broadened to include volunteers and contract workers.

The Chair drew attention to the fact that the FCAT Policy lacked a sense of positivity and needed to encourage people to use the Whistleblowing Process should they need to. He suggested moving some parts of the policy which were about how whistle-blowers should be treated, into an appendix rather than keep them within the main body of the policy. LF explained that, some of the detail in this section is not necessary as it is referred to in other policies.

The Chair highlighted the section about 'how to raise a concern' and suggested that this happens at a later stage in the whistle-blowing process. There needs to be a logging system before the process reaches this stage.

LF agreed to amend the policy in light of the changes suggested and bring it back to the next meeting.

LF

The Chair thanked Laura for her time and she left the meeting.

7. Student Perspective: Updates on responses to matters raised by students at the last meeting

7.1 Safety in parks and gardens – feedback on contact with Blackpool Council - the Chair has organised a meeting with John Blackledge, Director of Community and Environmental Services but it has not yet taken place.

Asked about contacts in respect of Lancashire schools it was noted that discussions with Blackpool Council were in response to specific feedback from students from Montgomery High School and Unity Academy.

7.2 Students feeling intimidated when travelling on school buses- Clerk has written to Blackpool Transport with specific Single Point of Contact (SPOC) details for Aspire, Montgomery and Unity. Information is being shared and feedback from Aspire is reported as good. Vicky Jackson, Student Services (BSFC) is liaising with Blackpool Transport on any issues.

7.3 Lighting – ongoing, to be followed up by the Chair

DS

8. Safeguarding Peer Reviews

The group discussed the recent Safeguarding Peer Review carried out at Aspire Academy. It was noted that the review went very well in terms of systems and structures already in place at Aspire. GY commented on how well documents and evidence had been organised resulting in a robust reassuring process which brought about lots of learning and sharing of good practice.

AF described the Safeguarding Audit Tool used in the process as very useful. She went onto explain that Aspire Academy carry out a Safeguarding Audit using the Audit Tool once a term. SO suggested adding a column to the Single Central Record Form to record when a safeguarding audit had been carried out. It was noted that everything is centralised and weekly safeguarding meetings are carried out. A RAG rating system is used with evidence of impact which is very well documented.

The Chair agreed that the Peer Review Process is working well and asked for the Safeguarding Audit Tool to be re-circulated to members of the group.

AF/Clerk

The Blackpool Sixth Form College agreed to be part of the next Peer Review to take place in September 2016. Gill Smith to take the lead and co-ordinate, Holly Wood will be involved and also Nicola Anderson to provide continuity.

9. FCAT Safeguarding Policy- review

The group reviewed the revised FCAT Safeguarding Policy in light of the changes to 'Keeping Children Safe in Education'. The Chair highlighted the changes made to the policy page by page, it was noted that a link to the whistle-blowing policy should be added to page 11.

Clerk

It was noted that due to demographics, staff may be less understanding of female genital mutilation (FGM), nevertheless Ofsted will ask questions regarding this specific issue. GY invited school staff to a training session organised by BSFC relating to FGM to take place during the Summer.

Clerk/GY to organise

In response to a question about children at risk being educated at home and the sharing of information, the Chair explained that, usually Parents who genuinely want to educate their children at home are happy to share information, however the rights of the Local Authority are extremely limited which is a worry for those children who may be at risk.

In response to a question about, whether the Child Protection Policy, should be in addition to the Safeguarding Policy, the Chair noted that Safeguarding is the 'umbrella term' and child protection is just one aspect of safeguarding. It was agreed to have one policy and name it Safeguarding and Child Protection Policy.

Clerk

10. Recent Safeguarding Case Study

The group considered two case studies presented by one of the academies where problems had been escalated due to limited evidence and parents who were very plausible. Actions are still outstanding on the plan due to the lack of timely intervention from external agencies. It was noted that, the importance of ensuring the voice of the child is heard in cases such as this and the dedication of staff in supporting the child to bring about a successful conclusion.

The Chair advised that given the length of time there is a need to follow the escalation procedure.

11. National Developments

The Chair highlighted the changes to Child and Adolescent Mental Health (CAMHS). A concern nationally for children and young people with mental health issues is the probability of not turning up for appointments resulting in them being dropped off the list.

A significant change locally is that a representative from CAMHS is based at Blackpool Hospital Accident and Emergency Department, as a fast track method into better means of support. This is in its very early stages.

The Chair also highlighted that a fundamental review has commenced looking into the role and function of the Local Safeguarding Children's Board (LSCB) More information to follow in the Autumn. In terms of FCAT there are no significant changes in the near future.

12. E-Safety-Information for Parents

The Aspire website has information for parents regarding E-Safety

13. Blackpool LSCB Shadow Board review of data and further update

NA explained that a presentation on FGM has been sent to all members of FCAT.

Child Sexual Exploitation (CSE) training is to continue over the next 12 months. Over 1000 taxi drivers have completed the training so far.

It was noted that that the Shadow Board is paying dividends in terms of strategic leads sharing good practice and any current issues are fed back to the main LSCB.

14. Identification of any new risk areas

The group reviewed the FCAT Safeguarding Risk register: new risks identified included:

- School Nursing Team will no longer be based in school.
- A reduction in PCSO hours (the Chair asked members to inform him of the exact details in relation to the reduction of hours).
- General state of resources, the impact on capacity in terms of safeguarding.

Clerk to amend Risk Register

14.a Impact of permanent exclusions on safeguarding

The Chair informed members of the group that there is a debate at LSCB on exclusion within the local area. Feedback from this will be useful and further discussion to take place after this debate.

DS Clerk/agenda

14.b Update on referrals to the LADO

One referral ongoing

15. Good practice examples

It was noted that good practice examples from Aspire Academy, especially the small card including contact details for visitors were extremely useful.

16. Date and time of next meeting

Thursday 9th June 2016 at 4.15pm
Unity Academy

Nicola Anderson left the meeting

17. Additional paper-use of part- time timetables and alternative provision

Copies of the paper were distributed at the meeting to each member to take away. The Chair highlighted that part-time timetable needs careful consideration. He suggested having a detailed conversation about this at the next meeting.

Clerk/agenda

Signed: _____(Chair)

Date: _____