

MEETING OF THE FYLDE COAST ACADEMY TRUST SAFEGUARDING BOARD

Meeting No 9.

Date: Thursday 11th February 2016
Venue: Unity Academy
Time: 4.15pm

Present: Dr David Sanders (Chair)

Ms Nicola Anderson (Lead Case Worker, Deputy Safeguarding Lead, Unity Academy)
Ms Fiona Bate (SENCO and Leader of Student Services, Hodgson Academy)
Mr Simon Brennand (Senior Vice Principal, Unity Academy)
Mrs Gail Neale (Safeguarding Governor, Montgomery High School)
Mr Neill Oldham (Director of Student Welfare, Child Protection and SENDCO, Aspire)
Mr Stuart Ormson (Designated Safeguarding Officer, Blackpool Sixth Form College)
Ms Lisa Shuttleworth-Brown (Vice Principal, Aspire Academy)
Ms Gill Smith (Assistant Principal: Personal Development and Welfare, Montgomery High School)

Ms Laura Ferris (FCAT HR Business Partner) – for part of the meeting
Ms Pauline Howard (New Routes Counselling Services) – for part of the meeting
Ms Philippa Holmes (Social Worker, Blackpool Council) – for part of the meeting
Mrs Kath Buddle (FCAT Governance Administrator – minutes)

Apologies: Apologies were received and accepted from Phil Anderton, Alana Frith, Chris McConnachie and Gail Yeadon.

1. Preliminaries

The Chair welcomed everyone to the meeting, and especially student representatives from Unity Academy and Montgomery High School who were attending the first part of the meeting to feed back on safeguarding issues concerning them.

Introductions were made.

Apologies were noted.

2. Declarations of interest

None.

3. Student Perspectives on safeguarding

Students from Unity Academy and Montgomery High School provided information on the following safeguarding issues which their colleagues felt were priorities:

- **Parks and gardens** – both Unity and Montgomery students mentioned the fact that they felt intimidated by groups of teenagers who gathered to smoke and drink, when they were walking through parks. The Rock Garden, Stanley Park and Claremont Park were particularly noted. It was felt that better lighting in parks might improve the situation.
- **Feeling unsafe at night** – both groups of students reported that they often felt unsafe when walking at night, particularly through Bispham Village, the alley way near All Hallows Church, and Queens Park/the park at the end of Victory Road. Again, it was thought that better lighting

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would improve matters.

- **Student behaviour on buses and at bus stops** – Unity students had raised this as an issue. Some students were being subjected to verbal abuse and intimidation from other students, whilst on buses and when they alighted/changed buses, at bus stops in town. Asked if those students causing the trouble were from other schools, it was confirmed that they were from both Unity and other schools. When asked, Montgomery students and Aspire staff confirmed that students from their academies often experienced similar situations.
- **Fast driving through Bispham Village** – Montgomery students fed back their concerns on the fast driving through Bispham Village. All Hallows Road, outside Montgomery High School and Blackpool Old Road, outside Aspire Academy were also identified as dangerous roads. There had been two accidents on Blackpool Old Road since the academy moved there in October, and staff were having to be extremely vigilant at start and finish times in order to protect students. Poor parking and the fact that the route was used by heavy vehicles, was exacerbating the problem.

In response to a question from the Chair about whether or not they felt safe in school, all students confirmed that they did. Any instances of bullying were resolved by the pastoral teams very quickly and there had been no recent incidents of cyber bullying.

The Chair explained that the Safeguarding Board would consider what actions could be put in place to address the issues that they had raised and that they would receive feedback on this from the staff in their academies.

The Chair thanked the students for raising the issues and they left the meeting.

4. Consideration of any items of urgent business

None.

Laura Ferris, FCAT HR Business Partner, Pauline Howard, New Routes Ltd and Philippa Holmes from Blackpool Council Social Services joined the meeting for the next item.

5. Counselling for Case Managers

The Safeguarding Board continued a conversation from the previous meeting on the provision of counselling services for staff with difficult safeguarding cases. Pauline Howard from New Routes Ltd, provided a synopsis of the services she could provide free of charge on a trial basis till May 2016. Pauline explained her background which had been as a senior leader in the Police and as a negotiator. She had extensive experience in supporting vulnerable people and had a robust knowledge of safeguarding and confidentiality issues. Following completion of a post graduate qualification, Pauline was now looking to gain accreditation as a counsellor and was offering both person-centred counselling and coaching as part of this.

The Safeguarding Board discussed the offers proposed by Pauline and compared them with the more formal supervision structures applied across Social Services. Philippa Holmes, a senior Social Worker at Blackpool Council explained that the structure in place for her team included scheduled one to one supervision meetings provided by line managers at least once a month. The sessions covered both emotional issues that case workers might be experiencing and discussion of procedure in respect of particular cases. The aim of the sessions was to increase workers' resilience in the face of difficult

situations and to identify any training and development needs. Philippa explained that the meetings were central to supporting staff welfare and helped to maintain attendance. Additional meetings were provided on an informal basis during particular times of crisis. In response to a question about whether all the support for her team was provided in house, Philippa confirmed that this was the case and that additional support from Occupational Health was available when necessary.

LF explained that, for FCAT organisations, staff already had access to Occupational Health services. It was suggested that line managers were best placed to provide support on procedural issues and that Pauline could provide additional emotional support to those members of staff needing this. In response to a question about where staff would be able to access her services, Pauline confirmed that she would be able to work across all FCAT sites and provide sessions both during and out of school hours, depending on individual needs. LF confirmed that referrals for Pauline's services had already been coming through and that some staff were already working with her.

In response to a question from the Chair about how she would manage a situation where a member of staff might be left vulnerable following a session, Pauline explained that she would work with the school and HR to ensure staff remained safe at all times. Pauline would liaise with the school contact or HR to highlight any concern which may arise so that FCAT were aware and could offer support jointly.

The Chair thanked Pauline, Philippa and Laura for their time and they left the meeting.

During a further discussion, the Chair stressed his concern about ensuring staff safety following a counselling session. NA explained that, at Unity Academy, an agreed 'chain of command' structure for this situation was in place and staff were aware of this. The Chair confirmed that he was more comfortable with this arrangement.

Following the discussion, it was agreed that FCAT organisations would trial the services offered by Pauline and the Clerk was asked to make contact with HR to initiate next steps.

Clerk

6. Minutes of the meeting held on 1st December 2015

The minutes were approved, with a change to NO's designation.

Clerk

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

7.1 FCAT Level 1 Safeguarding Training (Item 10 from the previous minutes) – the Clerk confirmed that staff at all three FCAT academies had now received the FCAT Level 1 training. Training sessions for Governors had also been scheduled across the year.

7.2 Invitations to future meetings to leads of Child Protection Group and Families in Need (Item 16 from the previous meeting) – this was deferred to the next meeting.

8. Student Perspectives: implications for the FCAT Safeguarding Board

The group discussed actions to address safeguarding issues identified by students earlier in the meeting.

It was acknowledged that groups of young people meeting together could be

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<p>intimidating to younger children and also to older people. The Chair agreed to contact the Head of Leisure Services at Blackpool Council to identify the potential to provide meeting points for young people away from places where younger children might want to play/walk, and to improve lighting in parks. FCAT academies' staff agreed to speak with their Police Community Support Officers (PCSOs) to pass on issues raised by students to neighbourhood policing.</p>	<p>Chair All</p>
<p>With regard to students being intimidated when travelling on buses, the Chair proposed that a letter be written to Blackpool Transport asking them to report bad behaviour from students directly to each academy's single point of contact (SPOC). Academies staff agreed to provide the Clerk with their SPOCs' details. It was noted that a previous letter to Blackpool Transport about buses leaving students at the bus stops had had a very successful outcome with more buses now being provided in the mornings and at school finishing time.</p>	<p>Chair/ Clerk All</p>
<p>In terms of lighting problems on All Hallows Road, and other locations across the town identified by students as dangerous areas to walk, the Chair proposed that the FCAT Safeguarding Board identify responsibility for particular areas and write to the organisation concerned, probably Blackpool Council Highways Department in the first instance.</p>	<p>Chair/ Clerk</p>
<p>It was also proposed that Blackpool Council Highways Department be contacted to report the areas where speeding was prevalent. Aspire staff informed members of the group about an activity in place at their academy where students went out with Police officers to explain to drivers pulled over for speeding about the impact of their actions on them.</p>	<p>Chair/ Clerk</p>
<p>The Chair asked Unity and Montgomery staff members to report back to the students concerned about the intended actions.</p>	<p>GS/NA/ LSB</p>
<p>9. Student Perspectives: update on responses to matters raised by students at the last meeting</p> <p>The group reviewed actions taken to address issues raised by students at the previous meeting.</p>	
<p>9.1 Use of drugs by students – staff explained that they had not yet been able to share their academies' awareness raising programmes, though all confirmed that the impact of using drugs was included in their PSHE (Personal, Social, Health and Economic Education) programmes. The Chair asked that programmes were shared as a matter of urgency.</p>	<p>All</p>
<p>9.2 Travel by service bus – the Chair reported on a positive response to a letter sent to Blackpool Transport about bus drivers leaving students at bus stops on their way into and from school. Aspire staff reported that additional buses had been provided and that these actually came into the academy grounds to pick up and discharge children.</p>	
<p>9.3 Dangerous route home across unlit field – SO confirmed that a message had gone out to Blackpool Sixth Form College students about the risk to their personal safety if they used the field. The advice provided was not to walk across alone, to stick to the better lit parts of the field and to hide any valuables, particularly mobile phones.</p>	
<p><i>FB gave apologies and left the meeting.</i></p>	

<p>9.4 Social media – the group confirmed that the dangers of social media were covered in PSHE lessons. SB reported that Ofsted would be looking for evidence of this as part of their inspections and for schools to be monitoring the use of the Internet across their premises. The group agreed that the use of social media posed significant risks to children and young people and that constant messaging and awareness raising with students and parents needed to be maintained in order to address this.</p>	<p><u>Action</u></p>
<p>9.5 Knowledge of child abuse – SO agreed to share the safeguarding programme used by Blackpool Sixth Form College students with other members of the FCAT Safeguarding Board as a way of increasing awareness of child abuse amongst students.</p>	<p>SO</p>
<p>9.6 Safety in Blackpool Town Centre after dark – the Chair reported that he had contacted Blackpool Police about students’ concern about this.</p>	
<p>10. Safeguarding peer reviews LSB reported that the peer review scheduled to take place at Aspire Academy had been postponed to 16th March 2016. The Clerk was asked to include this on the agenda for the next meeting.</p>	<p>Clerk (agenda)</p>
<p>11. Keeping Children Safe in Education (KCSIE) – revisions NA, LSB, GS and SO fed back the key changes to Parts 1, 2 and 3 of KCSIE (attached at Appendix A)</p>	
<p>a) Part 1: Safeguarding information for all staff The Chair drew attention to paragraph 29 of the document where more emphasis had been given to safeguarding issues for children missing from education and to female genital mutilation (FGM). He explained that, although FGM might not seem to be a significant issue for the Fylde Coast, instances of the practice could be hidden because of the small numbers of incidents and lack of access to services. Changes to the population in respect of current migration could also make this a greater matter of concern in the future and it was important for staff to be kept up to date with training and development on the subject. Blackpool Safeguarding Children Board was arranging a twilight session on FGM to take place soon. The FCAT Safeguarding Board members acknowledged that continual reminders/briefings to staff on the dangers would also be a beneficial method of keeping them informed.</p>	
<p>The group noted the emphasis given in the document to child sexual exploitation (CSE) as a result of recent high profile cases. It was felt that this might minimise the focus on child sexual abuse which was also very prevalent, particularly amongst families.</p>	
<p>b) Part 2: The management of safeguarding Paragraph 33 about allegations of abuse made against headteachers and principals was also discussed. The Chair highlighted an increased number of allegations against London based headteachers and reminded the group of the need to ensure that staff did not put themselves in difficult positions.</p>	
<p>Paragraphs 48 – 49 on Children Looked After (CLA) were discussed. The Chair raised concern about the reduction of funding to local authorities which was likely to impact on support for this group. Blackpool Council was aiming to increase partnership working in order to make services more accessible and effective in light of potential budget cuts.</p>	
<p>c) Part 3: Safer recruitment</p>	

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<p>The diagram on page 25 of the document showing the legal definition of regulated activity in respect of Disclosure and Barring Service (DBS) checks was noted. In response to a question about FCAT's policy on DBS clearance, the Clerk agreed to find out the position regarding use of online DBS forms for new members of staff.</p>	Clerk
<p>d) Part 4: allegations of abuse made against teachers and other staff It was acknowledged that no major changes had been made to this section of the document.</p>	
<p>In light of changes and discussions about the difference between child protection and safeguarding policies, it was agreed to review the FCAT Safeguarding Policy at the next meeting.</p>	Clerk (agenda)
<p>12. Recent Safeguarding Case Study This item was deferred to the next meeting. Unity Academy agreed to provide two case studies for then.</p>	NA
<p>13. National Developments The Chair highlighted the following national developments:</p> <ul style="list-style-type: none"> • A report from the Children's Commissioner - Protecting Children from harm: a critical assessment of child sexual abuse in family networks in England and priorities for action published in November 2015. http://www.childrenscommissioner.gov.uk/learn-more/child-sexual-exploitation-abuse/protecting-children-harm which provided a focus on child sexual abuse. • A review of LSCBs being carried out by Alan Wood, former Director of Children's Services in Hackney. A report was due to be provided to Ministers by the end of March 2016. The report is likely to recommend serious case reviews be structured at national level rather than through LSCBs as currently. It was also expected that reports to Child Death Overview Panels would be collated area-wide in order to identify trends and develop more effective campaigns to address issues. Currently there was a pan Lancashire structure but a North West wide demographic might be more effective in identifying trends. The Chair had raised the matter with both Lancashire and Merseyside Police. • Move towards Ofsted joint inspections – still focussing on local authorities and LSCBs but also incorporating the Police, Probation Service, Care Quality Commission and Prison services where appropriate. Joint inspections will be thematic in the first series of inspections (February to August) and will focus on CSE. 	
<p>14. E-safety – information for parents LSB agreed to provide the latest e-safety briefing for parents to the Clerk for sharing with other members of the FCAT Safeguarding Board.</p>	LSB/ Clerk
<p>15. Blackpool LSCB Shadow Board NA provided feedback from the Shadow Board, drawing attention to training provided by the LSCB on CSE which had been poorly attended.</p> <p>The Shadow Board would be reviewing case studies of child death and CSE in Blackpool and carrying out a multi-agency audit of responses to these. NA agreed to share a number of documents from the meeting with the FCAT Safeguarding Board.</p> <p>It was agreed to review data in these areas at the next meeting.</p>	NA Clerk (agenda)

	<u>Action</u>
<p>It was noted that Detective Chief Inspector Tony Baxter was due to provide training on CSE at a session to be held at Montgomery High School at 3.15pm on 9th March 2016.</p>	
<p>16. FCAT Safeguarding Board Report The group reviewed its first report of the year and suggested an addition which the Clerk agreed to include. The report would be taken to the FCAT Board of Directors in March for information.</p>	Clerk
<p>17. Identification of any new risk areas The group reviewed the FCAT Safeguarding Risk Register and proposed a number of amendments which the Clerk agreed to make.</p>	Clerk
<p>It was agreed to include the following items for discussion at the next meeting:</p> <ul style="list-style-type: none"> • Referrals to the Local Authority Designated Officer (LADO) • Permanent exclusions. • FCAT's Whistleblowing Policy – the Clerk to ask Laura Ferris to attend for this item. • Changes to the Child and Adolescent Mental Health Services (CAMHS). 	Clerk
<p>18. Date and time of next meeting Monday 25th April 2016 at 4.15pm Blackpool Sixth Form College – Committee Room</p>	

Signed: _____(Chair)

Date: _____

Appendix A: Keeping Children Safe in Education July 2015 Revisions

Part one: Safeguarding information for all staff

What school and college staff should look out for

- Paragraph 15 - Clarification of when staff members should speak directly to children's social care. "Knowing what to look for is vital to the early identification of abuse and neglect. If staff members are unsure they should always speak to the designated safeguarding lead. In exceptional circumstances, such as in emergency or a genuine concern that appropriate action has not been taken, staff members can speak directly to children's social care."

What school and college staff should do if they have concerns about another staff member

- Paragraph 21 - Updated to include guidance on what school and college staff should do if there are concerns about another staff member. "If staff members have concerns about another staff member then this should be referred to the headteacher or principal. Where there are concerns about the headteacher or principal this should be referred to the chair of governors, chair of the management committee or proprietor of an independent school as appropriate."

What school or college staff should do if they have concerns about safeguarding practices within the school or college

- Paragraph 22 - Updated to include guidance on what school or college staff should do if they have concerns about safeguarding practices within the school or college including whistle blowing procedures. "Staff and volunteers should feel able to raise concerns about poor or unsafe practice and potential failures in the school or college's safeguarding regime. Appropriate whistleblowing procedures, which are suitably reflected in staff training and staff behaviour policies, should be in place for such concerns to be raised with the school or college's management team."
- Paragraph 23 - "Where a staff member feels unable to raise the issue with their employer or feels that their genuine concerns are not being addressed, other whistleblowing channels may be open to them."
- Paragraph 29 adds 'child missing from education' and 'child missing from home or care' to the list of specific safeguarding issues
- New information about the following specific safeguarding issues has been added to pages 13-17:
 - Child missing from education (including schools' duty to inform the local authority (LA) if a pupil fails to attend school regularly, or has been absent without the school's permission for a continuous period of 10 days or more)
 - Female genital mutilation (FGM) (including a 'mandatory reporting duty' due to come into force in October 2015)
 - Preventing radicalisation (specifically schools' duties under the Counter-Terrorism and Security Act as of 1 July 2015)

Part two: The management of safeguarding

Inter-agency working

- Paragraph 31- Updated to clarify that inter-agency working operates within the statutory guidance. "This includes providing a co-ordinated offer of early help when additional needs of

children are identified and contributing to inter-agency plans to provide additional support to children subject to child protection plans. All schools and colleges should allow access for children's social care from the host local authority and, where appropriate, from a placing local authority, for that authority to conduct, or to consider whether to conduct, a section 17 or a section 47 assessment."

- Paragraph 32 - Updated to emphasise that Governing bodies and proprietors of all schools and colleges should ensure that their safeguarding arrangements "take into account the procedures and practice of the local authority as part of the inter-agency safeguarding procedures set up by the Local Safeguarding Children Board (LSCB)."
- Paragraph 33 - Updated to clarify the process in the event of allegations of abuse being made against the headteacher, the principal of a college or proprietor or member of governing body of an independent school. Also clarifies what to do when the headteacher is also the sole proprietor of an independent school.

Safeguarding policies

- Paragraph 34 - Updated to clarify staff/pupil relationships and communications including the use of social media in the staff code of conduct. "Governing bodies and proprietors should ensure there is an effective child protection policy in place together with a staff behaviour policy ... which should amongst other things include staff/pupil relationships and communications including the use of social media."

Safer recruitment

- Paragraph 42 - Updated to include in the main body of the text guidance on training for safer recruitment. "Schools may choose appropriate training and may take advice from their LSCB in doing so. The training should cover as a minimum the content of Keeping Children Safe in Education."

Allegations of abuse made against teachers and other staff

- Paragraph 43 - Emphasises that in relation to allegations of abuse made against teachers and other staff that "there must also be procedures in place to make a referral to the Disclosure and Barring Service (DBS) if a person in regulated activity has been dismissed or removed due to safeguarding concerns, or would have been had they not resigned. This is a legal duty and failure to refer when the criteria are met is a criminal offence."

Looked after children

- Paragraph 47- 48 - Clarifies that proprietors of academy schools also have the responsibility "to appoint a designated teacher to promote the educational achievement of children who are looked after" and "to ensure that staff have the skills, knowledge and understanding necessary to keeping looked after children safe".

Part three: Safer recruitment

52. Sets out the vetting and barring checks and summarises regulated activity. "For most appointments, an enhanced DBS certificate, which includes barred list information, will be required as the majority of staff will be engaging in regulated activity. A person will be considered to be engaging in regulated activity if as a result of their work they:

- will be responsible, on a regular basis in a school or college, for teaching, training instructing, caring for or supervising children; or
- will carry out paid, or unsupervised unpaid, work regularly in a school or college where that work provides an opportunity for contact with children;

- engage in intimate or personal care or overnight activity, even if this happens only once

A more detailed description of regulated activity is provided on page 25 of the guidance.

53. "For all other staff who have an opportunity for regular contact with children who are not engaging in regulated activity, an enhanced DBS certificate, which does not include a barred list check, will be appropriate. This would include contractors that would have the opportunity for contact with children and who work under a temporary or occasional contract."

54. Clarifies that in a school or college, "a supervised volunteer who regularly teaches or looks after children is not in regulated activity."

55. Updated to require "anyone who is appointed to carry out teaching work to have an additional check to ensure they are not prohibited from teaching." This is in addition to obtaining a DBS certificate as described in the guidance.

Page 26 of the guidance has a flow chart describing the different checks required for different roles, for example, new staff, new volunteers or trainee teachers.

59. New addition to the guidance relating to disqualification by association. "For staff who work in childcare provision or who are directly concerned with the management of such provision, the school needs to ensure that appropriate checks are carried out to ensure that individuals are not disqualified under the Childcare (Disqualification) Regulations 2009." The statutory guidance published in February 2015, "Disqualification under the Childcare Act 2006", covers this in more detail.

DBS Update Service

68. Clarifies how the DBS Update Service can be used.

Before using the Update Service schools or colleges must

- a) obtain consent from the applicant to do so;
- b) confirm the certificate matches the individual's identity; and
- c) examine the original certificate to ensure that it is for the appropriate workforce

The school or college can then subsequently carry out a free online check. This would identify whether there has been any change to the information recorded, since the initial certificate was issued and advise whether the individual should apply for a new certificate. Individuals will be able to see a full list of those organisations that have carried out a status check on their account.

Page 30: Flowchart of Disclosure and Barring Service criminal record checks and barred list checks.

Trainee teachers

78. Clarifies the position for getting an enhanced DBS certificate for trainee teachers and the responsibility of the training provider to carry out the necessary checks "As trainee teachers are likely to be engaging in regulated activity, an enhanced DBS certificate (including and barred list information) must be obtained."

79. "Where trainee teachers are fee-funded it is the responsibility of the initial teacher training provider to carry out the necessary checks, schools should obtain written confirmation from the training provider that these checks have been carried out and that the trainee has been judged by the provider to be suitable to work with children."

Referral to BDB of staff who have harmed or pose a threat of harm

81. Clarifies that schools and colleges have a legal duty to refer to DBS anyone who has harmed, or poses a risk of harm, to a child or vulnerable adult.

Volunteers

84-86 Updated to clarify that school or college should "obtain an enhanced DBS including barred list information for all volunteers who are new to working in regulated activity. Existing volunteers in

regulated activity do not have to be re-checked if they already have DBS check. However, schools or colleges may re-check if they have concerns.

Contractors

91-92 Updated to clarify that “ensure that any contractor who is to work at college has had the appropriate level of DBS check. Contractors in regulated activity must include barred list information. Highlights that on no account should a contractor of whom no checks have been obtained be allowed to work unsupervised in regulated activity.