

The protection and welfare of students is of paramount importance. **Everyone** plays a key role in ensuring the welfare of the students in this academy. You are often the first person to notice that something is wrong, eg., changes in behaviour patterns, erratic attendance, signs of possible neglect.

If a student begins to open up to you, always remind them that any concerns may need to be shared and that you **cannot promise confidentiality**. If you have any concern, no matter how small, please share it with the designated staff for Child Protection and Safeguarding. Record your concern on the Child Protection /welfare incident form on Fox; hard copies of this form are kept in reception.



Cate Bance  
**Safeguarding Team Lead**



Hilary Morawska



Emma McCallum



Lee Starkey



Gareth Wall



Gareth Matthews



Mike Hutchins



Karen Muggridge



Sharon Knowles



Carl Fuller



Emma Wright



Sophie Muggridge

If these staff are unavailable, please pass your concerns to a senior member of staff.

**Make no assumptions when dealing with students – it is always better to share a concern**

**In a real emergency**, and you think there is an immediate risk of significant harm, you have a responsibility to contact

#### **ESCC Single Point of Advice**

During office hours 01323 464222 Monday to Thursday 8.30am to 5pm, Friday 8.30am to 4.30pm

**Out of Office Hours - Emergency Duty Service** Monday to Thursday - 5pm to 8.30am

Weekends - Friday 4.30pm to Monday 8.30am.

Public Holidays - 24 hours

Phone 01273 335906 / 01273 335905

#### **The role of the Local Authority Designated Officer, Amanda Glover.**

Should you have any concern about a colleague in this academy you should, in the first instance, follow the whistle blowing procedures of The Hastings Academies Trust and raise your concern with the Principal.

Amanda Glover is the Local Authority Designated Office (LADO) who oversees the investigation process. Should you remain concerned about the issue, you have a responsibility to speak with her.

**Contact details for Amanda Glover, mobile number 07825 782793**

**Childline** - You can call on 0800 1111. This number is free from more or less all phones and won't show up on most phone bills.

**NSPCC** - 0808 800 5000 or [help@nspcc.org.uk](mailto:help@nspcc.org.uk)