



**Polehampton CE Infant and Junior Schools**  
"Let your light shine"  
Matthew 5:16

# SAFEGUARDING STATEMENT – TKAT SCHOOLS

Person responsible for statement: Chief Executive Officer

Statement Date: Summer 2023

Review Date: Summer 2024

## Introduction

The Keys Academy Trust is committed to ensuring that all children and young people in its schools are safe and protected from emotional, sexual or physical harm and from neglect or bullying. Trustees expect everyone working in our schools, including all staff, employees, contractors and volunteers to share this commitment.

The welfare and interests of children are paramount in all circumstances regardless of age, ability or disability, gender, race, belief or socio-economic background.

We acknowledge that some children, including disabled children or those from ethnic minority communities, can be vulnerable and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

This statement outlines the requirements for schools, the Trust central team and Trustees.

## Individual School Policies

It is a requirement that all schools in The Keys Academy Trust have their own version of our model Safeguarding and Child Protection Policy which is adapted where specifically allowed to be relevant to their context and reviewed annually. All schools report safeguarding concerns through CPOMS. Strategic overview and management of safeguarding is led by

the Trust's Designated Safeguarding Lead who reports to the Safeguarding Trustee and Board of Trustees.

All Keys Academy Trust school staff working with children and young people undertake annual safeguarding training which incorporates the latest updates from Keeping Children Safe in Education.

All schools will use SSSCPD which maintains a record of the dates all training was completed by members of the schools' communities. This is monitored for compliance by members of the Central team and reported to Trustees. All staff also complete PREVENT training regularly. There is an ongoing programme of training throughout the year to make sure that safeguarding is at the forefront of people's minds.

In all Trust schools, at least one member of any recruitment panel must have an up to date certificate in safer recruitment. Post appointment all statutory vetting procedures are completed and recorded on the school's single central record. All offers of employment are conditional until satisfactory pre-employment checks are complete.

Adults working with children and young people while awaiting receipt of an Enhanced Disclosure and Barring Check is carried out will have a risk assessment and all other checks complete, including a children's barred list check.

## The Trust Central Team

Members of the Central Team must follow both the Trust's Safeguarding and Child Protection Policy and be aware of individual school policy adaptations when working within them.

The Trust Safeguarding Lead, is Level 3 safeguarding trained and works with individual schools to make sure that they are compliant in all areas related to safeguarding.

All other members of the Central Team who visit schools will complete Level 2 safeguarding training so that they can play a part in ensuring that children and young people are safe.

All Trustees will receive annual training and are responsible for ratifying all Trust level policies.

All members of the Central Team and those Trustees who lead on interviews will have received Safer Recruitment Training in order to ensure that all employees and volunteers are safe to work with children and young people.

## Designated Safeguarding Leads in the Trust

A current list of Designated Safeguarding Leads (DSL) and any additional or deputy DSL for all Trust schools is held by the Trust's Designated Safeguarding Lead. When people in these

roles change, it is the responsibility of the Headteacher/Head of School at each Trust school to inform the person responsible for the record so that the list may remain up-to-date.

Each school will have a named governor on its Local Governing Body with special responsibility for safeguarding. Safeguarding will be a standing item on every LGB agenda.

The Trust Board will appoint a Trustee with special responsibility for safeguarding. They will liaise with The Trust's Designated Safeguarding Lead and Safeguarding link governors to ensure Trust Board meetings regularly consider and monitor safeguarding matters across its schools.

## Monitoring

The Trust's policy will be reviewed annually by Trustees and by all Local Governing Bodies after its development. Between reviews changes will be made should:

- changes occur in legislation and/or government guidance
  - local safeguarding partnership makes changes to local policy
- or,
- as a result of any other significant change or event.

so that the Trust's policy and guidance is always up-to-date.

## Contacts

All school policies and websites will state who and how to contact key individuals in the schools concerning safeguarding and child protection matters. Should parents or other partners wish to contact the Trust directly about a safeguarding or child protection matter they should contact the Chief Executive Officer at the Trust Central Office:  
email [admin@keysacademytrust.org](mailto:admin@keysacademytrust.org) or telephone 0118 324 7265

If parents/carers have concerns about a child or want to find out more about how a child's school carries out their safeguarding procedures, they should contact the Headteacher/Head of School or visit the school's website.

Parents and other partners can also contact the Local Authority Designated Officer (LADO)

Wokingham LADO

07783 828150

[LADO@wokingham.gov.uk](mailto:LADO@wokingham.gov.uk)

Or the West Berkshire Safeguarding Children Partnership

<https://www.berkshirewestsafeguardingchildrenpartnership.org.uk/scp>

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