



# Horizons Specialist Academy Trust



## Keeping Pupils Safe

**At Abbey Hill Academy keeping pupils and staff safe is very important.**

### What is this?

To keep everybody safe at School, we have lots of training and 'policies' to help us. (Policies are documents with rules in them that staff have to follow to make sure we are doing everything right)

This is a 'child friendly' version of our safeguarding policies designed for our students and should be read as a guide to the main 'child protection' policy as well the other policies we have.

### How do we keep Pupils safe?

As well as having Policies, at Abbey Hill Academy we try and keep students safe by doing lots of different things...

- We help children to learn how to keep themselves safe online and in the real world.
- We try to provide a safe environment for children to learn in. We do this by helping children to recognise when they need support from staff to keep themselves and people around them safe.
- We also have lots of other things in School that can help us to keep Abbey Hill Academy a 'safe place'....

- **The Incredible 5 point scale**



The 'Incredible 5-point scale' helps students to understand the types of feelings they may be having and helps them to use words, colours or numbers to tell staff if they need help to manage their emotions or are worried about things.

- **Zones of Regulation**



This is a special system that we have for some students in Abbey Hill Academy to help students understand different types of self-regulation and emotional control. Not being able to manage how we are feeling may lead to them hurting themselves or to others being hurt or unsafe.

- **Worry Box**

Sometimes students can struggle to talk about their worries, at Abbey Hill Academy, we have 'worry boxes' at the Reception Desk of each building and worries can be written down and posted in the worry box. The worry boxes are checked by safe people in School and they can help children to understand and deal with their worries.



- **Toot Toot**



If students feel like they can't speak to a 'safe person' face to face or via the worry box, we also encourage them to use Toot Toot. This is a messenger service that can be accessed online or via the Toot Toot App. Students are all given their own username and password and can message at any time of the day or night. They know that these messages are checked regularly by familiar members of staff who will help them deal with their worries or direct them to someone who can

- **Anti Bullying Ambassadors**

We have lots of student ambassadors in school to help keep our students safe i.e. Lunchtime Monitors, Playground Monitors, House Captains, Rights Respecting Ambassadors and Anti-Bullying Ambassadors. Students know that they can go to them if they need a peer to speak to.



- **Random Acts of Kindness**



Students are encouraged to support each other by nominating them for a 'Random Act of Kindness' if they do something nice for them. All the nominations are read out in Assembly and stuck in our special book for everyone to see.

## Visitors

At Abbey Hill Academy, any adult who comes into our School has to 'sign in' at reception, then they get given a badge to wear so we all know who they are.



**If you see an adult wearing a 'staff' lanyard that means that they are staff members and they work for the Trust.**



**If you see an adult wearing a green lanyard that means that they are visiting our Academy and our staff have done the checks needed to make sure they are safe to walk around our school alone.**



**If you see an adult wearing a red lanyard that means that they are visiting our Academy but they need to stay with our staff when walking around the Academy.**

If any children see an adult that you don't know without a badge on at Abbey Hill Academy, they must tell their teacher.

## Safeguarding Leads

Children can speak to any member of staff if they have any worries or are unhappy about something. Sometimes children's worries are quite big, and teachers might need to get some advice.

We have special staff in School called 'Designated Safeguarding Leads' who work with different people like Parents/Carers, Social Workers and the Police. They make sure that everybody is working together to keep our pupils safe at School and at home



Rebecca Whelan, Bill Dingwall, Melissa Fisher and Jo McDonagh  
are Abbey Hill Academy's 'Designated Safeguarding Leads'.

## E-Safety

The internet is brilliant, but sometimes things on the internet can be scary and not appropriate for young people.

At Abbey Hill Academy, we have lots of different things in place to help keep our pupils safe online and we have e-safety training for staff and pupils.

Andy Pearson is our 'e-safety lead' and also a CEOPS ambassador and he helps children learn lots of different ways of how to keep themselves safe online.

Our internet has a special 'filtering and monitoring' tools that make sure children can't access anything dangerous whilst using the computers at School.

There are also lots of different websites and tools available to help children to learn how to keep safe online. We have an e-safety policy and an e-safety leaflet for our pupils which explains things in a bit more detail.

Some useful websites that can help you keep safe...



[www.nspcc.org.uk](http://www.nspcc.org.uk)



[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

Always remember that if you are worried about something that makes you feel uncomfortable you need to speak to an adult or use the CEOP button to report on the website.



## Operation Encompass

Operation Encompass is a project that Abbey Hill Academy has with Cleveland Police.

If the Police are called and visit your house because there is fighting and arguing at home or somebody is scared and doesn't feel safe; the Police will tell a 'Key Adult' at School that they have visited your house and what they have done to keep everybody safe.

This information means that the 'key Adults' in School can help you to try and understand what is going on and make sure you're not worried about things whilst you're at School.

The 'Key Adults' in this School are **Rebecca Whelan, Bill Dingwall, Melissa Fisher, Sarah O'Donnell and Jo McDonagh**





## **PREVENT**

‘Prevent’ is a duty from the government that helps Schools to keep pupils safe from radicalisation and terrorism. This means we have a responsibility to protect our pupils from extremist and violent views the same way we protect them from drugs or gang violence.

Importantly, we can provide a safe place for pupils to discuss these issues so they better understand how to protect themselves.

We do lots of things school to help children become positive, happy members of society and we promote ‘British Values’ across our School.

### **What are British values?**

- Democracy
- The rule of law
- Individual liberty
- Mutual respect and tolerance of different faiths and beliefs

We will also protect you from the risk of radicalisation, for example by using filters on the internet to make sure you can’t access extremist and terrorist material, or by vetting visitors who come into school to work with you.

If you want to find out more about our Prevent duty, Carly Beecroft is our Single Point of Contact (SPOC) for Prevent, so you can talk to her or your tutor.

We hope this booklet helps children to understand how we keep our pupils safe at Abbey Hill Academy. If would you like to find out anything else about how we keep you safe you can speak to your tutor team and if they don't know the answer, they will find out from someone who does.

Don't forget if you are ever worried about anything Childline is also there to help children with any issue they're going through.

