What should I do if the alleged abuse is a member of staff working with young people?
If your concern is about a Severndale staff member, you should report this to Lucy Lee (Executive Principal) If, however, your concern is about the Executive Principal, you should report this to Louise Burns (Chair of the Local Governing Body). Contact details can be found below.

Severndale's 'Child Protection & Safeguarding Policy' is available on the school website:
https://severndaleacademy.co.uk/our-school/policies/

In line with this, regardless of the source of harm, you MUST report any concerns.

Lucy Lee
Executive Principal

Ext: 3284

Lousie Burns
Chair of Local Governing Body

louise.burns@lct.education

"In school, they protect us, listen to us and respect us."
By Connor.

Severndale Specialist Academy
Monkmoor Campus, Woodcote Way, Monkmoor, Shrewsbury, Shropshire SY2 5SH
Tel 01743 563333

Severndale Academy

Safeguarding Children & Young People

Guidance for Visitors to Futures

We are proud of the 'safeguarding culture' that we have at Severndale Specialist Academy. All staff are trained to know what to do if they suspect a child is at risk of harm. We also make it clear to students who they should talk to and what to do if they are having any problems.

Please support our safeguarding culture during your visit by reading, and then following, the information in this booklet.

'Knowing I have someone I can trust helps me feel safe'

Learning Community Trust

Safeguarding Our Young People
This document has been given to you to make sure that you understand what is expected of visitors to the Futures site of Severndale Specialist Academy.

Everyone in education shares an objective to help keep young people safe by contributing to:
- Providing a safe environment.
- Identifying young people who are suffering or likely to suffer significant harm.
- Taking appropriate action when necessary

What might I be concerned about?
You might be concerned about information or signs that suggest a young person is being neglected or experiencing physical or emotional harm. You may observe physical signs, notice changes in the young persons behaviour or presentation, pick up signs of emotional stress or have a young person disclose a concerning experience to you.

Harm to a young person can be caused by:
- A parent/ carer.
- A family member/ friend.
- Another young person.
- A stranger.
- A member of staff/ volunteer.

What should I do if a young person discloses that she/he is being harmed?
1. Listen carefully to what is being said to you. Do not interrupt.
2. Reassure the pupil that it is not their fault. Stress that it was the right thing to tell someone.
3. Be calm, attentive and non-judgmental.
4. Do not promise to keep what is said a secret.
5. Ask non-leading questions, e.g. who, what, when, why and how?
6. Then follow the steps on the following page.

Where can I go in Futures?
All visiting staff should stay in the Futures Centre. If you need to move around the Shrewsbury College site you must be accompanied by a Severndale @ Futures member of staff.

What must I do?
1. Share your concerns verbally with the Lead Designated Safeguarding Lead (Lead DSL) or Deputy DSL without delay. **All DSLs wear red lanyards. At the Futures centre this will be one of the Deputy DSL's.**
2. Make a written record (using the young person's own words) on the yellow form that is held in the **Futures office** sign and date it.
3. Pass the written record to the Lead DSL/ Deputy DSL without delay.

Deputy DSLs at Futures:
Whilst at Futures, if you have any concerns about the wellbeing of a young person or a young person discloses something to you, this should immediately be reported to a DSL on site. At Futures this will be the Deputy DSL on Duty.

Liz Harrison
Assistant Principal & Deputy DSL
Ext: 3340

Karen Lyon
Futures Department Coordinator
Ext: 3340

What if I'm worried about a Shrewsbury College mainstream student?
Most of the students on site at the Shrewsbury College, London Road Campus are not Severndale students and are in fact Shrewsbury College mainstream students. If you have any concerns related to a Shrewsbury College student, these must be reported to Sophie Charles, —Safeguarding and Wellbeing Team Leader. If you have concerns relating to a Shrewsbury College member of staff, these should be reported to the Assistant Principal at Shrewsbury College– Steve McAlinden You should ask for these staff from Shrewsbury College

Steve McAlinden
Shrewsbury College Vice Principals - Students