



EF ACADEMY

International
Boarding Schools

VISITOR SAFEGUARDING POLICY & PROCEDURE

EF Academy Torbay is a 14 to 19 boarding school and we are committed to safeguarding and to promoting the welfare of all our students. Each student's welfare is of paramount importance. All staff and volunteers will endeavour to work together to encourage the development of an ethos of openness and challenge, which embraces difference and diversity and respects the rights of all members of the community.

In order to safeguard the children in our care, EF Academy Torbay will enforce the following policy (This is excerpted from the Safeguarding policy):

All non-school staff visitors (other than the post person and deliveries made to reception and visitors who come when there are no students present) **to the school and to the residences** will:

- Be required to enter through the front door only;
- Have their identification checked and be required to sign in and out in a book placed in the reception for this purpose;
- Be issued with a visitor's badge which they must wear at all times they are on school/residence property and which has contact details for reporting suspected abuse or disclosures on the reverse side, which will be pointed out to them when it is issued;
- At our residences, all non-school staff visitors, including residents' family members, are requested not to use mobile phones in their possession that contain a camera/video function. Visitors are restricted to the reception area for use of their mobile phone.
- At the school and residences, when students are present, visitors will be escorted/supervised during their visit by a member of staff in regulated activity.

Staff at all levels are regularly encouraged to support a culture of polite challenge towards any visitors who are unaccompanied and/or not wearing a visitor badge. A simple 'hello, can I help you?' is often enough to ensure that the visitor is here legitimately; staff are advised to alert a member of SLT immediately if they are concerned about illegitimate visitors being on site.

ANYONE CAN RAISE A CONCERN AND PARENTAL CONSENT IS NOT REQUIRED FOR REFERRAL TO STATUTORY AGENCIES

The schools **Designated Safeguarding Lead (DSL) is Rob Tasker**, Head of School. If you have a safeguarding concern, or any questions about safeguarding, please ask to see or speak with Rob. No concern is too small to mention. **Tina Desmond and Kelly Hall are Deputy DSLs** and safeguarding matters can be directed to either in Rob's Absence.

The DSL will refer cases of a child in need to children's social care; a child at risk to a children's social care or to the police if a crime is thought to have been committed. This will happen as soon as possible but no later than one working day.

Anybody can refer concerns directly to local Children's Services directly as well via the Torbay Safeguarding Children Partnership's Multi Agency Safeguarding Hub (MASH). All further contact details at the end of this policy.

Where there is risk of immediate serious harm to a child then a referral should be made to the police (999) immediately. If there is no immediate risk of harm, the 101 police number can be used, or the referral can be made to the 'hub' as indicated above.

While there are many reasons that you might be concerned for a student, it can be helpful to consider in summary the four broad categories of abuse:

- **Physical:** A form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child.
- **Emotional:** The persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.
- **Sexual:** Involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether the child is aware of what is happening.
- **Neglect:** The persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

SAFEGUARDING IS EVERYONE'S RESPONSIBILITY

CONTACT DETAILS:

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KELLY HALL – DEPUTY SAFEGUARDING LEAD (DDSL)

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TORBAY SAFEGUARDING CHILDREN PARTNERSHIP HUB (MASH)

Contact: 01803 208100

Out of Hours: 0300 4564 879

Email: tscb@torbay.gov.uk

Website: www.torbaysafeguarding.org.uk

LADO: Ivan Sullivan – Ivan.Sullivan@torbay.gov.uk or cpunit@torbay.gov.uk