

### FEELING SAFE AND HAPPY AT HAYWOOD VILLAGE ACADEMY

At Haywood Village Academy, we want to make sure that you feel **safe, looked after and happy** when you are in and out of school. Sometimes we do not know if something is making you feel worried or sad, so you must tell us.

**REMEMBER - SHARE YOUR WORRIES TO KEEP SAFE!**

### WHAT IS THIS POLICY?

Our school has a Safeguarding & Child Protection Policy for staff, families, and our Academy Council. This child friendly policy is written for **you**, in a way that makes sense to you, and is much shorter.

### WHAT IS IT FOR?

This policy is to help you decide what is a worry for you and where you can get help with these worries. It is **important** you know what abuse is and what behaviours are unsafe. It is **important** that you know who you can talk to. It is **important** that you understand why you might need to talk to someone.

### WHAT IS A DSL AND DDSL?

**DSL** stands for Designated Safeguarding Lead. **DDSL** stands for Deputy Designated Safeguarding Lead.

In every school, there is always somebody who has the overall responsibility to keep you safe, this person is the DSL, Mrs Saunter. All adults in school must tell Mrs Saunter or the DDSL's (Mr Jones and Mr Ellis) if they are worried about you. All adults are taught how to keep children safe, as it is **the most important part of their job**. The DSL and DDSL work in a safeguarding team, and you can talk to them about anything that you are worried about.

At least one of the safeguarding team will be in school every day the school is open. It is the job of **everyone** that works at your school to **keep you safe** so remember, you can talk to any adult that you trust.

### OUR SAFEGUARDING TEAM



**Mrs Saunter –  
DSL**

Designated  
Safeguarding  
Lead



**Mr Ellis - DDSL**

Deputy  
Designated  
Safeguarding  
Lead



**Miss Hall –  
DDSL**

Deputy  
Designated  
Safeguarding  
Lead

## THE 4 MAIN AREAS OF ABUSE

You may come across people who want to cause you harm, these may be people in your family, they may be friends, but they may also be people you do not know at all.

**Physical Abuse** – This can include someone causing harm to your body by hitting, pinching, smacking, shaking, kicking, pushing, biting, breaking bones. **This is not ok, and you must share with your trusted adults in school.**

**Sexual Abuse** – This doesn't always mean touching someone. It can happen online. It could be someone making you do or watch things to do with sex that make you feel uncomfortable. **This is not ok, and you must share with your trusted adults in school.**

**Neglect** – This means that you do not have food at home or clothing, a warm and safe place to live, or that you might not be shown love or feel wanted. It could mean that you are not taken to school or to the Doctors or Dentist when you need to go. **This is not ok, and you must share with your trusted adults in school.**

**Emotional Abuse** – This means when someone upsets you or makes you feel bad. It might be someone being unkind about the person you are or saying horrible things to you making you feel sad and worthless. It could be that someone is deliberately trying to scare, humiliate, isolate, or ignore you. **This is not ok, and you must share with your trusted adults in school.**

If your worries include any of the abuse mentioned here, please remember, it is **not your fault**, you will be taken care of and supported by your trusted adults at school.

### REMEMBER - SHARE YOUR WORRIES TO KEEP SAFE!

## IS SOMEONE HURTING YOU AT HOME OR AT SCHOOL OR ANYWHERE?

Has someone touched you on a part of your body like your private parts or anywhere else you do not like? It is **not ok** for someone to touch you that makes you feel uncomfortable.

This is **not ok**, and you **must** share with your trusted adults in school.

Has someone asked you if you want a tablet, to have a drink or eat something and you don't know what it is? Do not eat, drink, or smoke what they are trying to give you, unless they have explained it to you and are a medical professional or trusted adult.

This is **not ok**, and you **must** share with your trusted adults in school.

Has someone hit, kicked, or pushed you or hurt you in any way? It is **not ok** for anyone to hurt you, frighten or threaten you.

This is **not ok**, and you **must** share with your trusted adults in school.

Has someone asked you not to tell anyone about what they are doing?

This is **not ok**, and you **must** share with your trusted adults in school. It is **not your fault**, you will be taken care of and supported by your trusted adults at school.

## HOW DO WE KEEP YOU SAFE?

There are many ways we keep you safe, but one of the biggest is making sure all adults here at our academy know how to keep you safe.

- We have assemblies to teach you how to stay safe.
- We teach all adults and visitors in school how to keep you safe.
- We have important meetings about keeping you safe.
- We write important reports about keeping you safe.
- We talk to parents and carers to keep you safe.
- We talk to the police, doctors, social workers, and other people outside of school to keep you safe.

It is **EVERYONE'S** job in school to keep you safe.

It is **EVERYONE'S** job to talk to you about your worries.

We promise to look after you and every child in our school and do everything we can to keep you all safe.

## WHAT HAPPENS IF YOU TELL SOMEONE ABOUT YOUR WORRIES?

If you speak to a trusted adult in school about your worries, sometimes they will need to check things with your DSL and safeguarding team and then, if they can, help you with your worries themselves.

We want to help you! We want you to feel supported and better about the worries you have shared. Only people who need to know about your worries will be told about them so that we can keep you safe.

Trusted adults in school cannot keep secrets about your worries.

There are times when we may need to contact some other agencies to support for you. These may be Children's Social Care (Social Workers), Doctors, Dentists or Police. This is because we need help from other people to keep you safe.

It might sound a little bit scary, but these people are specially trained. They know exactly how to help you and will keep you safe.

## OTHER PEOPLE THAT KEEP YOU SAFE

There are lots of other people who can support you and your family. Not everyone needs a Social Worker to support them, but some do and that is ok.

Sometimes these people are Youth Workers or Mentors or Family Support Workers.

Do not worry though, your trusted adults and Safeguarding Team will explain if your family has other people supporting them. Ask your trusted adults questions about safeguarding, they will be happy to answer them.

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