

Professional Conduct

All adults have a duty to be professional and to ensure that they always demonstrate a high degree of respect for all members of the academy community.

In our academy all staff, volunteers and **visitors** must: Model the highest standard of respect and courtesy at all times

Be mindful of the manner and language used when talking to and about the children and families we work with.

Mobile Phones & Mobile Devices

It is not acceptable for any adults to talk on phones walking around the academy during the normal school day.

Mobile phones must never be used to take photographs, videos or record children in any way. Please be respectful and refrain from taking photos of your own child whilst in the academy to avoid any misunderstanding or accidental photography of other pupils

Our Safer Schools App

Please join us in our whole-school approach in protecting our pupils from the harms online by downloading our FREE safer schools app. Go to the app store and download the safer schools app and then scan this QR code:



If you would like more information please speak to the receptionist.

Parent/Carer - Primary
Star Academy Sandyford

Health and Safety

Health and Safety is the responsibility of everyone in the academy. All perceived hazards should be reported immediately to the main reception.

Fire drills will happen at least once every term.
Please ensure that you and your class are familiar with the fire procedures for all rooms you work in.

If you require first aid when you are on site please present yourself to a member of staff who will escort you to the first aid room.
If you notice a pupil that requires first aid please make a staff member aware as soon as possible.

Core Values and Respectful Ethos

We encourage pupils to respect the fundamental British values of democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.

We ensure that partisan political views are not promoted in the teaching of any subject in the school and where political issues are brought to the attention of the pupils; reasonably practicable steps have been taken to offer a balanced presentation of opposing views to pupils.

Abuse of staff (verbal or physical) will not be tolerated. Visitors who are behaving in this way will be asked to leave the academy premises immediately and failure to comply with this request will result in the police being called to escort visitors away from the academy. Parents must note that if this is the case, they may be banned from site and alternative arrangements to collect pupils will be arranged.

Principal: Kate Wildman
T: 01782 235055
E: k.wildman@staracademy.attrust.org.uk
W: <https://staracademy.attrust.org.uk/>



Visitor Information about Safeguarding at



Safeguarding in the academy is **everyone's responsibility** and as such we work together to create a safe environment within which every pupil has the opportunity to achieve their potential. Please ensure that you have read our visitors policy.



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Please be alert to signs and indicators of abuse

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. Neglect may occur during pregnancy, for example, as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to: provide adequate food, clothing and shelter (including exclusion from home or abandonment); protect a child from physical and emotional harm or danger; ensure adequate supervision (including the use of inadequate care-givers); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs

Domestic abuse:

Domestic abuse is an incident or pattern of incidents of controlling, coercive, threatening, degrading and violent behaviour, including sexual violence, in the majority of cases by a partner or ex-partner, but also by a family member or carer. It is very common. In the vast majority of cases it is experienced by women and is perpetrated by men.

If you need to talk to someone, please ask main reception if you can speak **with** the DSL or Deputy or:

-24 hr National Domestic Abuse Helpline 0808 2000 247

-Phone: 0800 970 2070 Specialises in assistance to get emergency injunctions from being further abused.

-Phone: 0808 801 0327 Confidential helpline for male victims of domestic abuse.

Safeguarding Team	
Designated Safeguarding Lead (DSL)	Caroline Lewis
Deputy Designated Safeguarding Lead (DDSL)	Kate Wildman
Alternative DSL(s)	Caroline Williams
Principal	Kate Wildman
Governor Responsible for Safeguarding Chair of LAC	Jonathon Hankey

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Physical abuse: a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse: 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. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child from participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.

Sexual abuse: involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

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Reporting Abuse or Concerns

Please make yourself **familiar** with our safeguarding and child protection policy. If you suspect that any pupil has been subjected to abuse or is suffering abuse you must make the academy aware of your concerns as soon as possible and certainly that day.

Please ask the main reception for a [safeguarding referral form](#) and a pen and record your concerns and then give the referral form to either a DSL, Deputy/Alternate or failing that to the main Receptionist who will record the information into our electronic system CPOMS.

Wherever possible please speak to the DSL directly about your concerns when you give them the written referral.

Concerns about Adult Conduct

If you have a concern about the conduct towards a pupil of a member of staff, volunteer or an adult associated with the academy please report your concerns immediately by asking to speak with the Principal. If the Principal is unavailable, please report the concern to the DSL.

If your concern **is** related to the conduct of the Principal, please report this directly to the chair of the local governing committee (LAC) who can be contacted
c/o: jonathon.hankey@academytransformation.co.uk

The chair of governors will then contact the LADO and the Director of Safeguarding for the Trust at sarah.bloomer@academytransformation.co.uk

If you **cannot** access these people/systems for any reason (or feel that your concerns are not being taken seriously) please report your concern directly to the Local Authority Designated Officer (LADO) who can be contacted at:

John.hanlon@stoke.gov.uk
01782 233342