



Brighton Film School

Safeguarding POLICY

The purpose of the safeguarding Policy

The Brighton Film School recognises that it has an explicit duty to safeguard and protect student from abuse as defined in the Children Act 2004 and the Education Act 2002. The overall intention and purpose behind the Brighton Film School's student protection policy is underpinned by the fundamental principle of the Children Act 1989:

'the welfare of the student is paramount'

Everyone in our Brighton Film School shares an objective to help keep student safe by:

- Providing a safe environment for students to learn in.
- Supporting student's development in ways which will foster a sense of self-esteem and independence.
- Identifying and responding to students in need of support and/or protection.

Brighton Film School Commitment

- 1) Establish and maintain an ethos where students feel secure and are encouraged to talk, and are listened to.
- 2) Ensure all students have effective means of communication with more than one adult in the Brighton Film School.
- 3) Give opportunities for group discussions of thoughts and feelings in an atmosphere of trust, acceptance and tolerance.
- 4) Include in the weekly sessions, activities and opportunities for input which equip students with the skills they need to stay safe from abuse.

Roles and Responsibilities

All adults working with or on behalf of students have a responsibility to safeguard and promote the welfare of students.

All staff will be informed of their responsibilities in being alert to the signs of abuse and the procedures for referring concerns to the Designated Person.

The designated person for student protection (Head of Welfare and Support) and all Directors of the Brighton Film School will receive training every two years.

All new staff will receive induction training and all staff will have refresher training every three years.

Statistically students with behavioural difficulties and disabilities are more vulnerable to abuse. Staff need to be particularly sensitive to signs of abuse.

We will support staff by providing an opportunity to talk through their anxieties with the Designated Senior Person.

Staff will have access to advice on the boundaries of appropriate behaviour.

Procedures

Parents/Carers may access the Brighton Film School's student protection procedures on request.

Written records of any concern regarding a student's safety will be kept in a file in a locked cabinet.

The Brighton Film School recognises that it does not have the responsibility to investigate cases of suspected student abuse.

We will co-operate with relevant external agencies in any enquiries regarding student protection matters, including representation at case conferences, core groups and multi-agency planning meetings.

Parents/Carers will be advised of the intention to refer to Social Care and their views and co-operation sought, unless we have good reason to believe that to do so would place a student at greater risk of harm.

All staff will make it clear to any student disclosing information that they cannot guarantee confidentiality, but they will only pass the information on to the people that can help them.

Information concerning students at risk will be shared with all members of staff on a "need to know" basis. The Designated Person will make a judgement in each individual case about who needs and has a right to access particular information.

Where there are concerns about a student, a member of staff may be asked to keep a log of observations. This will be kept securely.

All records are subject to the Freedom of Information Act (2000) and the Data Protection Act (1998). If there is any doubt as to the rights of any party to access information, we may seek legal advice prior to releasing any information.

Allegations against staff

All staff should be aware of their duty to raise concerns about the attitude or actions of colleagues.

If a student makes an allegation against a member of staff a Director of the Brighton Film School should be immediately informed.