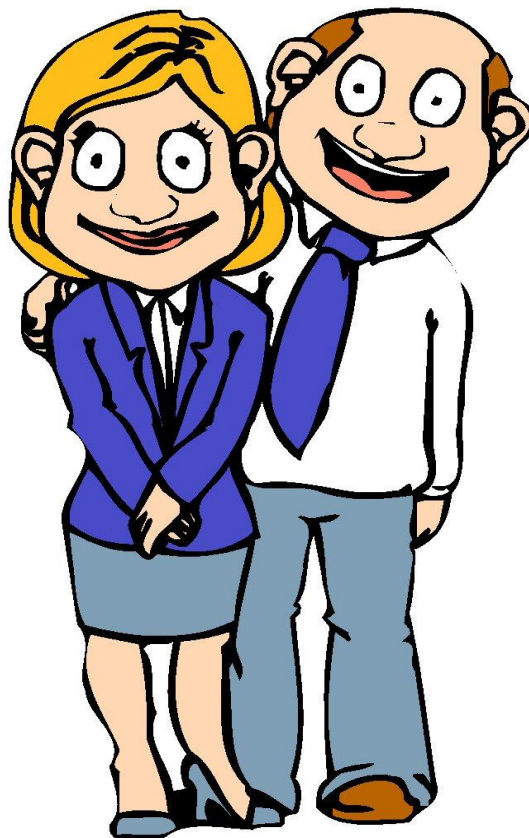


Safeguarding

Advice for Parents and Carers



Message from the management team:

As you will already know by now, student wellbeing is something which we take very seriously here within Endeavour Academy and we want to ensure that parents and carers are given some helpful tips to support their children through their teenage years both at home and at school.

How the school works:

Endeavour Academy provides education to students from across the region who have previously struggled within a mainstream setting.

It is our aim to provide a safe, nurturing environment, where everyone, including staff, students and visitors respect one another, abide by the safeguarding regulations and ensure that precautions are taken to reduce any potential risk of harm.

Our students are split into three groups (Dixon, Hackworth and Browning) and are registered using SIMs each lesson to ensure they are safe and in their expected place throughout the school day. Each of the groups are made up of no more than twelve students and each group is supported by a Teacher and Learning Mentor.

The school day is set out as below:

Activity	Time
Registration	08:45 - 09:00
Lesson 1	09:00 - 09:40
Break	09:40 - 09:50
Lesson 2	09:50 - 10:30
Lesson 3	10:30 - 11:10
Lesson 4	11:10 - 11:50
Lunch	11:50 - 12:15
Lesson 5	12:15 - 12:55
Lesson 6	12:55 - 13:35
Lesson 7	13:35 - 14:15

Students are issued with their own timetable and a parent / carer copy is provided in the post. It is important that these are checked daily to ensure that students arrive in school with their correct equipment to ensure they can participate in planned activities such as PE or vocational subjects.

Safeguarding

Within school, doors are secured to prevent unwanted and unannounced visitors from entering the premises, visitors are signed in and identification is checked accordingly. Staff support students throughout the day and do their best to ensure student safety at all times. During lunch times, staff are located at various duty points inside the Endeavour corridor and in the main college building, easily accessible to all students. Students who wish to remain with staff throughout lunch are able to do so.

It is vital that Endeavour students understand the importance and abide by the school rules which are in place to protect themselves and those around them.

Should you or your child, have any concerns about the safety or wellbeing of any student, staff member or visitor, including yourself, please speak with either of our Designated Safeguard Leads, Mrs Whelan (Head of School) or Mrs Wood (Deputy Head), either of whom will be happy to assist.

Keeping Children Safe in School: Safeguarding Policy can be found on the school website please take the time to read this document.

If you have a concern about a child or young person's welfare who lives in



County Durham, call First Contact on **03000 267 979**.

E-Safety

Endeavour Academy staff very work hard in school to ensure students are safe online.



- Internet restrictions and firewalls prevent access to inappropriate sites
- Informative posters are displayed in classrooms
- Students are spoken to regularly
- Staff undergo regular training
- Lessons are carefully planned to reiterate the importance across the whole curriculum.

However, we feel it is equally important that parents and carers are also made aware of the risks online and are well informed of the procedures they should take should they have any concerns.

Please ensure that you are aware of the social networks and gaming sites being used by your children, ensure they are age appropriate and safe. Sites such as Facebook have age restrictions which requires users to provide a date of birth which means that any child who sets up an account with a false DOB will be sent inappropriate materials, adverts, articles, website links etc.

Many young people, especially teenagers, add 'friends' whom they have never met simply because they have liked their profile picture or they have one or two 'friends' in common which can place them at risk of unknown adults, or peers having access to their personal information, photos and locations.

We encourage parents and carers to check security settings and monitor 'friends', discuss with their children the risks and reiterate the importance of sharing concerns with adults who will offer support should they find themselves or others at risk.

Below you will find some excellent websites which we recommend parents / carers access to find out further information.

We also encourage parents to contact school who would be happy to provide advice and guidance in person or over the telephone as well as recommending agencies who may be able to support with specific issues.



www.thinkyouknow.co.uk

www.nspcc.com



www.childnet.com/parents-and-carers



Restorative Practice

Endeavour Academy staff use a restorative approach to deal with issues and we teach and encourage our students to do the same. We ask that all students are mindful of those around them and respectful to their values and beliefs. We support fundamental British Values alongside those of our own school.

Behaviour Policy can be found on the school website –

please take the time to read this document.

Meet the Staff



Mrs Whelan

Head of School
Designated Safeguard Lead
(DSL)



Mrs Wood

Deputy Head of School
Deputy Designated Safeguard Lead
(DDSL)



Debra Wilson
Head of Admin/PA to
Head



Mr Christian
Teacher—Maths



Dr Cornish
Teacher—Science



Mr Cullen
Teacher—English &
Media



Miss Brewer
Learning Mentor
Browning



Mrs Gatiss
Learning Mentor
Hackworth



Miss Stock
Learning Mentor
Dixon

Should you have any concerns or queries, please contact school on 0191 5185595 where you will be diverted to the relevant staff member.

Fire Evacuation Procedure



All staff on site act as fire marshals in the event of a fire or other emergency evacuation procedure. High vis jackets are located in easy reach and will be worn by all Endeavour staff whilst they clear the building and lead students and visitors to the allocated assembly point on the grass at the front of the sports / gym building.

It is vital that students follow instructions from staff and exit the building from the nearest fire exit. Please speak with your child and ensure they understand that all alarms should be treated seriously and the importance of reporting straight to the designated assembly point. Any child that absconds puts not only themselves but others at risk.

First Aid / Medical Needs

All Learning Mentors on site are trained First Aiders and are on hand to assist should they be needed. First aid boxes are located around the building. Should you or anyone else require immediate first aid treatment, please report to reception or dial 5185595.



Students with medical needs such as allergies have specific care plans which are made available to anyone loan working or taking lead responsibility with individuals or groups of students.

All medication must be locked away at all times and unless necessary should not be brought on site.

If your child has a medical condition, please inform school immediately to ensure the necessary precautions can be put in place.

What can you do to help:

- Place your child's timetable in eye sight and ensure that it is checked regularly so that they come to school with the necessary equipment / kit
- Provide school with any changes in personal contact information immediately to ensure we are able to make contact in the event of an emergency
- Ensure your child is well rested and best prepared to face the daily challenges ahead of them
- Promote and support positive attendance – after all, students must be with us to learn and achieve
- Book any non-urgent medical appointments outside of the school day to ensure attendance is at its highest
- Do not book holidays during term time and remember KS4 is extremely important and students will miss vital teaching time should they miss school
- Communicate with mentors regularly to ensure staff are aware of any issues at home which may impact on a child's engagement at school. We will do our best to offer support where ever possible.
- Encourage your child to complete homework tasks and get involved with this wherever possible
- Attend parent evenings and meetings to promote joint working, have an opportunity to see progress and discuss any concerns

*Thank
you!*

Any concerns or queries, please contact your child's Learning Mentor

Dixon – Miss Stock	07483 404316
Hackworth – Mrs Gatiss	07483 169596
Browning – Miss Brewer	07483 404309

Main reception

0191 5185595 / 0191 5185553