

Safeguarding, Behaviour and Wellbeing

Advice for Parents and Carers



Meet the Staff



Mrs Whelan
Head of School
Designated Safeguard Lead
(DSL)



Mrs Wood
Deputy Head of School
Deputy Designated Safeguard Lead
(DDSL) & Mental Health Lead



Debra Wilson
**Head of Admin / PA to
Head / Exams Officer**



Mr Cullen
**Teacher of English &
PHSE**



Dr Cornish
Teacher of Science



Mr Christian
Teacher of Maths



Miss Stock
**Teacher –
Citizenship & Media
Deputy DSL**



Miss Brewer
**Learning Mentor
Deputy DSL**



Mrs Setterfield
**Learning Mentor
Mental Health
First Aider**



Mrs Rosamond
Learning Mentor



Miss Hopkinson
Learning Mentor

You will be informed as to which Mentor has been assigned to your child's tutor group and issued with their work mobile telephone number. This person will be your main contact throughout your child's time within the school.

A message from the management team:

'As you will know from your visits so far, 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 journey with us. We ask that you take the time to read through the information in this booklet and work with us to ensure that your child and their peers have the best possible experience whilst with us.'

How the day school works:

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

It is our aim to provide a safe, nurturing environment, where everyone, 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 tutor groups made up of between 10 and 15 students and each group is supported by a Teacher and Learning Mentor.

The school day is set out as below:

Activity	Time
Breakfast	8:45-09:00
P1. Registration	09:00-9:10
P2	09:10 -9:50
P3	9:50-10:30
P4	10:30-11:10
Break	11:10-11:20
P5	11:20-12:00
Lunch	12:00-12:30
P6	12:30-1:10
P7	1:10-1:50
P8	1:50-2:30
After school sessions	3:00-4pm

Students are issued with their own personalised 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



The safeguarding team within school includes Mrs Whelan, Mrs Wood, Miss Stock and Miss Brewer. Suzanne Duncan is the named Link Trustee who attends regular safeguarding update meetings and oversees procedures within the Academy. All staff working within the academy undergo regular safeguarding training and are competent in monitoring, supporting and reporting safeguarding issues.

Here at Endeavour Academy, we offer a safe, caring and nurturing environment to young people who are experiencing SEMH issues (Social and Emotional Mental Health) such as anxiety, low mood, trauma, family issues and other external factors that may be impacting negatively on the student's ability to engage and achieve in a mainstream setting. Often, students who experience issues such as these, struggle to cope in large groups, can develop a reluctance to attend or engage when in school and divert from academic work through inappropriate and spontaneous behaviours.

Although the provision is based within the large EDC Peterlee site, we are committed to ensuring that students feel safe and secure at all times. The school day is specifically set to avoid busy periods, staff are positioned to welcome students on site and escort those who need support to the provision. The doors to the provision are secure at all times and no unauthorised visitors have access. Students are supervised throughout the whole day from the point of arrival until end of the day when students are escorted to the main exit.

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 but we ask that all others remain in staff sight, and no one is permitted to leave the college site.

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 and we ask that all parents and carers support us by reiterating the importance of these expectations.

Should you or your child, have any concerns about the safety, behaviour or wellbeing of any student, staff member or visitor, including yourself, please speak with a member of the safeguarding team.

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**. Or police on **999 / 101**

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

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 and reminded of the risks regularly
- Staff undergo appropriate and 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 which is why we share resources regularly via School Ping and ask that parents / carers sign up to National Online safety via the link mentioned in this leaflet.

Please ensure that you are aware of the social networks and gaming sites being used by your child(ren), 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 which will limit the risk of potential grooming or phishing.

Other risks that parents and carers should be aware of include location tracking, hidden apps such as calculator + which allows photographs and chats to be hidden in plain sight.

On the next page, you will find some wonderful 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.nationalonlinesafety.com

(you will need a log in from school to access the free resources)



www.thinkyouknow.co.uk

www.nspcc.com



www.childnet.com/parents-and-carers

Restorative Practice and MECC (Making Every Contact Count)



Endeavour Academy staff use and promote MECC and restorative approaches at all times. We are extremely proud and passionate about teaching and encouraging our students to do the same within school, home and in the wider community. We ask that all students, their parents / carers and visitors to the school are mindful of those around them and respectful to their individual needs, values and beliefs.

As a school, we support fundamental British Values alongside those of our own provision and ask anyone else on site to do the same.

Hopefully, you will hear a lot more about Restorative Approaches and MECC as your child learns, develops and begins to use these skills regularly throughout their time within the provision.

Endeavour Academy Behaviour Policy can be found on the school website – please take the time to read this document.

General Safety, Fire and Emergency Evacuation Procedure



As a parent or carer, you can be assured that staff take the safety of our students very seriously. We expect students and adults to do the same and ask that you support us in reiterating the importance of our young people following the correct procedures and behaving in a way which will reduce any risk of harm to themselves and others. Any student placing others at risk due to careless or reckless behaviours will be dealt with seriously.

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

Learning Mentors on site are trained First Aiders and are on hand to assist should your child or anyone else on site require support.

First aid boxes are located around the building.

Students with specific medical needs or allergies will have a specific care plan created which will then be made available to anyone loan working or taking lead responsibility with individuals or groups of students.

All medication must be brought into school in its correct packaging, clearly showing the students name as prescribed by their GP. Medication is locked away at all times and unless necessary should not be brought on site.

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



What parents and carers can do to support:

- Place your child's timetable in eyesight and ensure that it is checked regularly so that they arrive in 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.
- 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 wherever possible.
- Promote and support positive attendance – after all, students must be with us to learn, achieve and enjoy their school experience.
- Contact school swiftly to inform us of any absence and provide evidence to support.
- 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. Remember KS4 is extremely important, and students will miss vital teaching time should they unnecessarily be out of school.
- Promote online learning wherever possible to ensure your child keeps up.
- 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.
- Familiarise yourself with and view the school website regularly for updates and important information.
- Download and regularly check School Ping to ensure you are kept up to date with all relevant information.
- Sign up to National Online Safety and complete the parent & carer E-Safety course to ensure you know the dangers to watch out for to protect your child.
- Monitor your child's internet usage to protect them and others from potential harm.
- Support staff in promoting positive behaviours and relationships
- Appropriately challenge any inappropriate behaviours and report concerns immediately.

*Thank
you!*

Should you have any queries or require staff assistance please contact your child's Learning Mentor between the hours of 8:30 and 8:50am or 3:00 and 4:30pm (this allows mentors to focus on supporting students within classroom whilst they are in school).

Should your matter be urgent please contact main reception on 0191 5185595 between 8:30-4:30pm (4pm Friday).

In the case of an Emergency please contact

**Police on 101 / 999
Social Care Direct 03000267979**

**One Point 03000261116
CAMHS Crisis 01914415733**