

SAFEGUARDING COMMITTEE NEWSLETTER

Welcome to this month's newsletter, where we're focusing on a vital safeguarding topic: **domestic abuse**. Recognising the importance of awareness and support, we've provided essential information, practical guidance, and resources to help us all better **understand** and **respond** to this complex issue. Alongside this newsletter, you'll find an accompanying One-Minute Guide, offering a quick reference for **key information** and **practical steps**. Please take the time to read these important materials carefully, as they are **crucial** for the **well-being** of our young people and staff. Safeguarding remains our top priority at Witham Prospect, and by working together, we can create a more supportive and protective environment for everyone.

DOMESTIC ABUSE: SPECIFIC CONSIDERATIONS FOR WITHAM PROSPECT

At Witham Prospect, our approach to addressing domestic abuse must be deeply rooted in our understanding of the unique vulnerabilities and needs of our young people. Many of our students experience significant communication challenges, making it difficult for them to articulate their experiences or seek help. Therefore, we must be exceptionally observant, interpreting subtle changes in behaviour, increased sensory sensitivities, or disruptions to established routines as potential indicators of distress.

We must prioritise the use of visual aids, symbols, and communication boards, ensuring that information about domestic abuse and available support is accessible to all students. Given the potential for heightened anxiety and sensory overload, creating a calm and predictable environment is paramount. We must maintain consistent routines, minimize sensory triggers, and provide access to familiar sensory tools to help our young people regulate their emotions.

Furthermore, we must collaborate closely with therapists, specialists, and families, ensuring that individual care plans are followed meticulously and that tailored support is provided. We must be patient and understanding, allowing extra time for our children and young people to process information and express their feelings. At Witham Prospect, our commitment is to create a safe and supportive haven where our young people feel heard, understood, and protected from the devastating impact of domestic abuse.

National Domestic Abuse Helpline

Refuge

Women's Aid

NSPCC

The Employers Initiative on Domestic Abuse (EIDA)

Mind



REMINDER:

A new self-harm form has been added to BehaviourWatch. This replaces the need for separate accident/injury forms in cases of self-harm.



I SHATTER PEACE, AND CREATE UNEASE. I AFFECT FAMILIES, AND PLANT DISEASE. I CAN BE PRESENT, EVEN WHEN UNSEEN, LEAVING LASTING SCARS, BOTH SUBTLE AND KEEN.
WHAT AM I?

(ANSWER WILL BE ON THE NEXT ISSUE)
ANSWER FROM LAST ISSUE: THE KITCHEN AT WITHAM PROSPECT



[Link to Witham Prospect CPOMS](#)



safeguarding@withamprospect.co.uk



[School Bus](#)



[Working together to safeguard children 2023](#)

THE SAFEGUARDING COMMITTEE

In November 2023, Witham Prospect School formed a safeguarding committee to ensure that a whole school approach to safeguarding is achieved. The committee meets on a termly basis and the members and their areas of expertise are:

- Jo & Claire - DSL for Care and Education
- Gemma - Chair and Board Level DSL
- Bev, Nicola P & Rhianna - Deputy DSLs
- Colleen - Deputy DSL & Health and Wellbeing Lead
- Nicola W - IT & Health and Safety
- Jason - Site Maintenance
- James P - Digital/Online Safety
- Sam Roberts - Finance
- Dean - HR
- Paul - Compliance
- David - Staff Development & Behaviour Lead
- Tyler - Psychology Assistant
- Jayne - Committee Secretary

STRENGTHENING SECURITY AND ACCESS CONTROL

Key directives focus on strengthening security measures. Sharing of log-in details for any system is strictly prohibited. Staff ID cards are for off-site use only. All visitors, including those working on the grounds, must sign in at reception. Staff must be responsible when entering door codes, and these codes will be changed every three months.

IMPROVING INCIDENT REPORTING AND DATA MANAGEMENT

Accurate record-keeping and data management are crucial for safeguarding. Incident reports and accident forms must be completed thoroughly and accurately. Adherence to GDPR guidelines is mandatory, and any breaches must be recorded and reported via SharePoint. Meticulous logging of medication administration details is required.

ENHANCING THERAPEUTIC AND BEHAVIORAL SUPPORT

Specific protocols for therapeutic and behavioral support were addressed. During PIs, one staff member must take the lead using reduced language. Children must bring their communication devices with them from education settings. Staff are to follow the protocol of directing Franco out of the room when he targets his peers, prioritizing the safety of the other children.

These updates and directives are essential for maintaining a safe and supportive environment at Witham Prospect. All staff are expected to familiarise themselves with and adhere to these guidelines.

COMING UP

The next Safeguarding Committee meeting will focus on **staff sickness**, specifically addressing its impact on both colleagues and pupils, particularly in cases of long-term absence.

Next Safeguarding Committee Meeting: **2nd May 2025.**

If you have any points for consideration by the committee please share these with one of the members. Please be aware that the committee does not discuss individual cases. The purpose of the committee is to discuss safeguarding provisions and policy within our setting and review legislative changes and how to implement these effectively.

ENHANCING SAFETY PROTOCOLS

Several updates and directives focus on enhancing safety across the school environment.

- ◆ The completion of allergen sheets is crucial and will be reinforced in Care and Education meetings. New staff inductions will include comprehensive training on this.
- ◆ Minibus safety is addressed through directives to improve cleanliness, with stricter controls on food and drink consumption. Staff will be held accountable, and spot checks will be implemented.
- ◆ Clarity and training regarding minibus harnesses are required. A matrix detailing harness types and placement will be provided, and regular checks will be conducted.
- ◆ A system for reporting minibus accidents/damage using Monday.com and QR codes has now been implemented.
- ◆ Staff must adhere to the Staff Absence Policy, with sickness to be reported to the main school number. Fire evacuation procedures are being streamlined through a Sign In App, which all staff will be required to use daily once implemented.

Social Services: 01522 782111

Childline: 08001111

Lincolnshire Prevent Team: 020 7340 7264

Young Carers Helpline: 01522 553275

NSPCC whistle blowing Helpline: 08088 005000

Samaritans: 01522 528282

Family Services Directory: 0800 19 1635

**UPDATE AND EXPAND YOUR
SAFEGUARDING KNOWLEDGE**



LSCP Training Link



CASPAR newsletter and podcasts