



**Alderman  
Knight  
School**

Ashchurch Road  
Tewkesbury  
Gloucestershire  
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Head Teacher: **Clare Steel**



# Alderman Knight

School

## Alderman Knight School's Offer of Early Help

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Reviewed By	Rachel Walters, DSL
Next Review Due	July 2024

# Alderman Knight School's Offer of Early Help

## Designated Safeguarding Leads (DSL)

- **Clare Steel – Headteacher**
- **Ceri Jones – School Business Manager**
- **Paul Smith – Assistant Headteacher**
- **Rachel Walters – Safeguarding co-ordinator**
- **Safeguarding Governor – Anne Bartholemew**

## What is Early Help?

'Early help' is an umbrella term that describes the work of many agencies engaged with children and families including health services, schools, learning providers, local authorities, voluntary sector, children and family centres, police, housing providers and many others. We are all engaged to a greater or lesser extent in work that seeks to avert a problem developing and preventing difficulties from escalating or the deterioration of circumstances which could adversely affect children, young people and their families.

Early Help is also about focusing on how we can help people to do things for themselves and build on strengths within families. If we can get this right early on, at the right time, we get the opportunity to help people with areas of their life they may be struggling with, which sets people up for a better long-term future. It is also about providing support at any and every stage of a child's life; pre-birth, during pregnancy, childhood and/or adolescence. Early help means providing support as soon as a problem emerges, at any point in a child's life, from the foundation years through to the teenage years. Early help can also prevent further problems arising; for example, if it is provided as part of a support plan where a child has returned home to their family from care, or in families where there are emerging parental mental health issues or drug and alcohol misuse.

Effective early help relies upon local organisations and agencies working together to:

- Identify children and families who would benefit from early help
- Undertake an assessment of the need for early help
- Provide targeted early help to address the assessed needs of a child and their family which focuses on activity to improve the outcomes for the child voluntary process.
- Early Help can be offered to children and young people aged 0-19 (25 SEND).

## Principles of Early Help

- Seeing the child, young person or family first, not the difficulty
- Feeling listened to and enabled to be part of the solution
- A joined-up approach that helps the whole family now and into the future
- A reduction in the multiple times families are asked for the same information
- A reduction in the amount and variety of assessments and plans which can lead to confusion
- A more transparent and meaningful approach to how we identify needs early and direct resources to meet outcomes

## Who Provides Early Help?

Alderman Knight School form part of Gloucestershire's wider Early Help Partnership. Early Help Partnerships have been developed within each locality across Gloucestershire. The Early Help Partnerships build on existing arrangements and services already in place, working together to share resources to meet the local needs of children, young people and their families. All those working with children, young people and their

families form part of the Early Help Partnership within each area. Early Help partnerships are made up of a whole range of people from a variety of settings including; schools, housing providers and youth services, colleges, health services, children's services, charities, voluntary organisations, police and activity providers.

**All AKS staff** undergo a rigorous training programme at the start of each academic year via The National College Training Platform.

- Keeping Children Safe in Education – All staff complete the Keeping Children Safe in Education (Part 1), Safer Working Practice (2022), Annual Certificate in Safeguarding for Staff (2021-22), Certificate in Fire Safety for Education Providers (2022-23), Certificate in Manual Handling (2022-23) & Certificate in Health & Safety for Education Providers (2022- 23) in line with the **Safeguarding Policy (2022)** and **Health & Safety Policy (2022)** .
- Child Sex Exploitation – the school are competent in using the Child Sexual Exploitation Screening Tool and will make referrals as necessary. The Chelsea's Choice production is run on a two-yearly cycle and e-safety policy and practice is regularly reviewed. All staff receive training around Child Sex Exploitation & Action ACES Training.
- Bullying (including cyber bullying) All staff complete the Certificate in Data Protection & GDPR (Data Influencers) (2022 – 23) & the Annual Certificate in Online Safety for Education Settings (2022 – 23) in line with the **Acceptable Use of Social Media Policy (2022)**.
- Fabricated or induced Illness – the school's **Attendance Policy** facilitates the identification of regular absentee's. Parental meetings are co-ordinated to ascertain the reasons for regular absence by the Assistant Headteacher leading on attendance and the school Attendance Officer.
- The Mental Health and well-being of our pupils is paramount at all times.. The mental health issues that could impact upon our pupils are addressed through tutor-taught Personal Social Development (PSD) units on Emotional Well-being, Resilience, Anger Management and Mindfulness. A Personal Social Health Economic (PSHE)/Spiritual Moral Social Cultural (SMSC)/Relationships & Sex Education (RSE) curriculum is also embedded across the secondary phase of school. Where concerns are greater, referrals are made to the CAMHS Learning Disability Team.
- Drugs – drug misuse is addressed through the Personal Social Development curriculum.
- Radicalisation and extremist behaviour – All staff have completed The Certificate in the Prevent Duty (2022- 23).
- Female Genital Mutilation and Forced Marriage – all staff know and understand what FGM is and the signs/indicators. All staff undertake the FGM Awareness training.
- Domestic Abuse and Gender-based violence or violence against women or girls is addressed in the Chelsea's Choice production shown on a two-yearly cycle to the appropriate KS3, KS4 and KS5 pupils. All staff are familiar with the Operation Encompass Factsheet for Gloucestershire.

## **Early Help on offer in School or in County:**

<p>Universal source of help for all families in Gloucestershire:</p> <p><b>Gloucestershire Family Information Service (FIS)</b></p>	<p>Gloucestershire Family Information Service (FIS) advisors give impartial information on <b>childcare, finances, parenting &amp; education</b>. FIS are a useful source of information for parents &amp; professionals. They support families, children &amp; young people aged 0-19 years of age (25 for young people with additional needs) &amp; professionals working with these families. They can help link parents up with other organisations that might be able to help or provide the information themselves e.g. parents could ask them about holiday clubs for your children across Gloucestershire.</p> <p>Contact the FIS by emailing: <a href="mailto:familyinfo@gloucestershire.gov.uk">familyinfo@gloucestershire.gov.uk</a> Or telephone: (0800) 542 0202 or (01452) 427362.</p> <p>FIS also have a website (<a href="http://www.glosfamiliesdirectory.org.uk">www.glosfamiliesdirectory.org.uk</a>) which has a wealth of information to support many issues such as childcare &amp; support for children with disabilities.</p>
<p>Gloucestershire Safeguarding Children Partnership website.</p>	<p><a href="http://www.gloucestershire.gov.uk/gscp/">www.gloucestershire.gov.uk/gscp/</a></p> <p>Important information for parents &amp; professionals across Gloucestershire in relation to keeping children safe &amp; avenues of support including early help options.</p>
<p>AKS Universal support for families</p>	<p>All staff are available in a pastoral capacity should parents have a concern about anything at all. Staff may not have the answer but will try to find out the answer or sign-post parents/other professionals in the right direction. Parents can either talk directly with the staff or telephone Mrs Steel, the Head Teacher. Staff are available within office hours (9am – 4pm on weekdays during term-time). The School number is 01684 295639</p> <p>The Tutor teams are the first point of contact for parents and carers. The use of the Weduc messaging platform brings all school communication and engagement into one place.</p> <p>The school has an experienced Pastoral Team made up of the Co - Head teacher, three Assistant Head teachers, Safeguarding Co-ordinator &amp; Family Liaison Link, Pastoral Support Co-ordinator &amp; Pupil Learning Mentor.</p>
<p>E-safety</p>	<p>E-safety is a key part of the ongoing ICT Curriculum.</p> <p>Helpful websites for teaching staff &amp; parents:</p> <ul style="list-style-type: none"> <li>• PACE (parents against child exploitation) UK <a href="http://www.paceuk.info/">www.paceuk.info/</a> is a useful website to engage parents with e-safety issues.</li> <li>• <a href="http://www.thinkuknow.co.uk/parents">www.thinkuknow.co.uk/parents</a></li> <li>• <a href="http://educateagainsthate.com">http://educateagainsthate.com</a></li> <li>• <a href="http://www.internetmatters.org">www.internetmatters.org</a></li> <li>• <a href="https://ico.org.uk">https://ico.org.uk</a></li> </ul>

<b>Mental health concerns</b>	<p><a href="http://www.onyourmindglos.nhs.uk">www.onyourmindglos.nhs.uk</a> –part of the Future in Mind Programme. This website is good for young people, parents &amp; professionals in terms of help with mental health issues &amp; where to go for help.</p> <p>Options available to school or parents/carers:</p> <ul style="list-style-type: none"> <li>• Referral to CYPS (Gloucestershire's mental health services) via your own GP.</li> <li>• Referral to school nurses may be appropriate.</li> <li>• For children/young people/adults with existing mental health difficulties concerns should be discussed with the existing medical professionals (consultant psychiatrists). In an emergency call Gloucestershire Crisis Team on 0800169 0398 (line available 24/7)-</li> </ul>
<b>Bullying</b>	<p>All Gloucestershire schools including AKS are committed to tackling bullying. We want to know immediately if there any issues with bullying at school so that it can be addressed.</p> <p>School can also offer bespoke lessons on anti-bullying for anyone who has suffered bullying to encourage behaviours that might avert it in the future (e.g. assertiveness) or to boost self-esteem. We have a series of teaching resources produced by the Gloucestershire healthy living &amp; Learning Team (<a href="http://www.ghll.org.uk">www.ghll.org.uk</a>) to support this.</p> <p>In serious cases of bullying parents should contact the police; particularly if there are threats involved. In an emergency call 999.</p> <p>Other sources of help &amp; advice are:</p> <ul style="list-style-type: none"> <li>• <a href="http://www.gloucestershire.gov.uk/gscp/">www.gloucestershire.gov.uk/gscp/</a></li> <li>• <a href="http://www.bullying.co.uk">http://www.bullying.co.uk</a></li> <li>• <a href="http://www.ghll.org.uk">www.ghll.org.uk</a>. Gloucestershire Healthy Living &amp; Learning team provide alerts &amp; resources in relation to supporting young people being bullied. Education about bullying is an integral part of the curriculum</li> <li>• <a href="http://www.onyourmindglos.nhs.uk">www.onyourmindglos.nhs.uk</a> – A Gloucestershire website which also covers bullying as a topic &amp; where to go for help.</li> </ul>

<b>Early Help – Advice, Guidance &amp; Support</b>	<p><b><u>Early Help – Advice, Guidance &amp; Support</u></b></p> <p><b><a href="http://gloucestershire.gov.uk/early-help-and-targeted-support">gloucestershire.gov.uk/early-help-and-targeted-support</a></b></p> <p>The Early Help Practitioners include: Early Help Partnership Managers, Early Help co-ordinators; Community Social Worker &amp; Family Support Workers. They can recognise &amp; respond to local needs &amp; act as a focal point for co-ordinating support for vulnerable children, young people &amp; their families.</p> <p>Support provided includes:</p> <ul style="list-style-type: none"> <li>• Support for school &amp; community based lead professionals working with children &amp; families</li> <li>• Collaboration with social care referrals that do not meet their thresholds, to co-ordinate support within the community</li> <li>• Work in partnership to support children with special educational needs in school; Advice &amp; guidance from a social work perspective on a 'discussion in principle basis'</li> <li>• Signpost children with disabilities &amp; their families to access activities &amp; meet specific needs</li> <li>• Advice &amp; guidance to lead professionals &amp; the provision of high quality parenting &amp; family support services to families.</li> </ul>
<b>Drug concerns</b>	<p><a href="http://www.infobuzz.co.uk/">www.infobuzz.co.uk/</a>: Info Buzz provides individual targeted support around drugs &amp; emotional health issues, development of personal &amp; social skills, &amp; information &amp; support around substance misuse.</p> <p><a href="http://www.onyourmind.nhs.uk">www.onyourmind.nhs.uk</a> – advice on drug/alcohol misuse.</p>

<b>Child Sexual exploitation (CSE)</b>	<p>CSE screening tool (can be located on the GSCE website: This should be completed if CSE suspected. THIS CAN APPLY TO BOYS &amp; GIRLS. Clear information about Warning signs, the screening tool &amp; Gloucestershire's multi-agency protocol for safeguarding children at risk of CSE are at <a href="http://gloucestershire.gov.uk/gscp">gloucestershire.gov.uk/gscp</a> Referrals should be made to Gloucestershire social care &amp; the Gloucestershire Police.</p> <p><b>Further information:</b> National Working Group (Network tackling Child Sexual Exploitation) <a href="http://www.nwgnetwork.org">www.nwgnetwork.org</a> &amp; PACE UK (Parents Against Child Sexual Exploitation) <a href="http://www.paceuk.info">www.paceuk.info</a></p>
<b>Youth Support Team (YST)</b>	<p>The Youth Support Team provide a range of services for vulnerable young people aged between 11 - 19 (&amp; up to 25 for young people with special needs), including:</p> <ul style="list-style-type: none"> <li>- Youth offending</li> <li>- Looked after children</li> <li>- Care leaver's support services (for those aged 16+)</li> <li>- Early intervention &amp; prevention service for 11 - 19 year olds</li> <li>- Support for young people with learning difficulties &amp;/or disabilities</li> <li>- Positive activities for young people with disabilities</li> <li>- Support with housing &amp; homelessness</li> <li>- Help &amp; support to tackle substance misuse problems &amp; other health issues</li> <li>- Support into education, training &amp; employment</li> <li>- Support for teenage parents</li> </ul> <p><b>For General Enquiries:</b>  <b>T: 01452 415707 E: <a href="mailto:info.glos@prospects.co.uk">info.glos@prospects.co.uk</a></b></p>
<b>Gangs &amp; Youth Violence</b>	<p>For children affected by gang activity and youth violence contact should be made via the Gloucestershire Safeguarding Children Partnership at <a href="http://proceduresonline.com/swcpp/gloucestershire">proceduresonline.com/swcpp/gloucestershire</a></p>
<b>Trafficking</b>	<p>Serious crime which must be reported to Nigel Hatton (Gloucestershire LADO) &amp; the Gloucestershire Police.</p> <p>Trafficking can include a young person being moved across the same street to a different address for the purpose of exploitation. It doesn't have to include people, children or young people being moved great distances.</p>

	<p>GSCP (Gloucestershire Safeguarding Children Partnership) have published a Domestic Abuse pathway for educational settings which is on the GSCE website. If a child or young person is suspected of living at home with a domestically abusive parent or if a young person has domestic abuse in their own relationship, then the usual procedures should be followed &amp; a referral made to the children's helpdesk (01452 726570). The response will vary according to the age of the young person so that the appropriate agencies are involved.</p> <p><b>Gloucestershire Domestic Abuse Support Service (GDASS)</b>  <a href="http://www.gdass.org.uk">www.gdass.org.uk</a></p> <p><b>Domestic violence</b></p> <p><b>MARAC Gloucestershire Constabulary:</b> Multi Agency Risk Assessment Conferences (MARACs) prioritise the safety of victims who have been risk assessed at high or very high risk of harm. The MARAC is an integral part of the Specialist Domestic Violence Court Programme, &amp; information will be shared between the MARAC &amp; the Courts, in high &amp; very high risk cases, as part of the process of risk management.</p> <p><b>Gloucestershire Unborn Baby Protocol:</b>  Research indicates that young babies are particularly vulnerable to abuse but that work carried out in the antenatal period can help minimise harm if there is an early assessment, intervention &amp; support. Working Together (2015) specifically identifies the need of the Unborn Child. Professionals should read &amp; act upon the unborn baby protocol if there is suspected domestic violence &amp; a pregnancy. The unborn baby protocol can be found at  <a href="http://gloucestershire.gov.uk/gscp">gloucestershire.gov.uk/gscp</a></p>
	<p><a href="http://keeping-children-safe/online-safety">keeping-children-safe/online-safety</a> (NSPCC website).  Gloucestershire Police have a small sexual exploitation team.</p> <p><b>Prevention:</b>  'So you got naked online' (sexting information leaflet produced for pupils by south west grid for learning) included in the Wellbeing (PSHE/SMSC) curriculum. Also shared with parents.</p> <p><i>Pupils are informed that sexting is illegal but the police have stated that young people should be treated as victims in the first place &amp; not usually face prosecution. The police's priority is those who profit from sexual images of young people... not the victims.</i></p>
<b>Child Exploitation &amp; Missing Children</b>	<p>Gloucestershire's protocol on partnership working when children &amp; young people who run away &amp; go missing from home or care.</p> <p><a href="http://www.goucestershire.gov.uk/gscp/safeguarding-resource-library/child-exploitation-and-missing-children">www.goucestershire.gov.uk/gscp/safeguarding-resource-library/child-exploitation-and-missing-children</a></p>

	<p>Anyone concerned that a child is missing education (CME) can make a referral to the Education Performance &amp; Inclusion team (EP&amp;I) At the Access to Education Team on 01452 328774.</p> <p>Children Missing Education (CME) refers to 'any child of compulsory school age who is not registered at any formally approved education activity e.g. school, alternative provision, elective home education, &amp; has been out of education provision for at least 4 weeks'. Contact: <a href="mailto:missingpupils@gloucestershire.gov.uk">missingpupils@gloucestershire.gov.uk</a></p> <p>CME also includes those children who are missing (family whereabouts unknown), &amp; are usually children who are registered on a school roll / alternative provision. This might be a child who is not at their last known address &amp; either: has not taken up an allocated school place as expected, or has 10 or more days of continuous absence from school without explanation, or left school suddenly &amp; the destination is unknown.</p> <p>It is the responsibility of the Education Entitlement &amp; Inclusion team, on behalf of the Local Authority (LA), to collate information on all reported cases of CME of statutory school aged children in Gloucestershire maintained schools, academies, free schools, alternative provision academies &amp; Alternative Provision Schools (APS).</p> <p>The EP&amp; I Team will also liaise with partner agencies &amp; other LAs &amp; schools across Britain to track pupils who may be missing education &amp; ensure each child missing education is offered full time education within 2 weeks of the date the LA was informed.</p>
<p><b>Preventing Radicalisation &amp; Extremism/ HATE (PREVENT duty)</b></p>	<ul style="list-style-type: none"> <li>• <a href="http://www.educateagainsthate.com">www.educateagainsthate.com</a> is the government website providing information &amp; practical advice for parents, teachers &amp; schools leaders on protecting children from radicalisation &amp; extremism.</li> <li>• Gloucestershire Safeguarding Children's Executive</li> <li>• <a href="http://gloucestershire.gov.uk/gscp">gloucestershire.gov.uk/gscp</a> have published a PREVENT pathway for professionals to refer to.</li> <li>• All of teachers have had training in how to spot the signs of radicalisation &amp; extremism &amp; when to refer to the Channel panels. (Online training).</li> </ul> <p><b>Anti-Terrorist Hotline:</b> 0800 789 321</p> <p>The 'Advice on the Prevent duty' written by the Department for Education explains what governors &amp; staff can do if they have any concerns relating to extremism. The Department for Education has also set up a telephone helpline (<a href="tel:02073407264">020 7340 7264</a>) to enable people to raise concerns directly. Concerns can also be raised by email to <a href="mailto:counter.extremism@education.esi.gov.uk">counter.extremism@education.esi.gov.uk</a>.</p> <p><b>Prevention:</b> AKS teaches traditional British values through the Wellbeing Curriculum: democracy, rule of law, and respect for others, liberty, tolerance of those with different faiths &amp; beliefs &amp; promotion of 'Britishness'. E-safety is an important aspect of the curriculum to keep pupils safe from radicalisation. Pupils need to understand that radicalisation can be a form of grooming online &amp; understand the notion of propaganda. They need to be taught to be</p>

discerning about what they read on the internet as the dangers of speaking to strangers online.

AKS also seeks to equip parents with the knowledge of how to safeguard their children from radicalisation. Let's talk about it is an excellent website for parents [www.ltai.info/](http://www.ltai.info/) as is [www.preventtragedies.co.uk](http://www.preventtragedies.co.uk) While it remains very rare for school age children to become involved in extremist activity to the point of committing criminal acts, young people can be exposed to extremist influences or prejudiced views, including via the internet, from an early age. As with other forms of criminality or risk of harm, early intervention is always preferable. Schools, working with other local partners, families & communities, can help support pupils who may be vulnerable as part of wider safeguarding responsibilities.