



Acorn Forest School – Safeguarding Statement

Vision for SEND:

We believe that every child in every school should aspire to achieve their potential. We embrace the philosophy of learning for all and strive to prepare the children in our schools for their future in their time.

What is Forest School?

Acorn Forest School is an outdoor learning provision run by Acorn Education Trust. Based at Kingdown School in a wooded area at the top of the site, Forest School is open every Friday of term time. Allowing all children to achieve whilst developing confidence and self-esteem, students have the opportunity to work in a hands-on fashion in a natural environment.

Safeguarding at Forest School

Our primary concern at all times is the welfare and safeguarding of the children in our care at Acorn Forest School. We follow Acorn Education Trust's safeguarding and child protection policy (available on the website -<https://www.acorneducationtrust.com/policies>) and staff will refer to the home school's safeguarding policy where required. The responsibility lies with the home school as they have the child on their school roll.

The Designated Safeguarding Lead (DSL) for Forest School is Sue Fulbrook (Head of SEND for Acorn Education Trust).

The Deputy Designated Safeguarding Lead (DDSL) for Forest School is Jo Ronxin (Safeguarding Lead for Acorn Education Trust)

The information which follows details the arrangements for safeguarding children during their time at Acorn Forest School.

How do we safeguard children at Acorn Forest School?

Before a child starts at Acorn Forest School

- 1) Schools are contacted when a child is allocated a place on the Forest School programme to request information such as personal risk assessments and safeguarding concerns.
- 2) If there is a concern, a discussion will take place between the Head of SEN (DSL) and/or lead teacher at Forest School and the home school in order that necessary information is shared.
- 3) If there is an open Child Protection (CP) case, a meeting will be convened at the home school for the lead teacher at Forest School to read the CP file and to be updated by the home school's DSL.
- 4) The CP file will continue to be held at the home school.
- 5) If there is an open CP case, either the DSL, DDSL or safeguarding lead for Acorn Education trust may provide advice or attend in person at core group meetings and case conferences.

If a concern arises during a child's placement at forest school

- 1) The lead forest school teacher or TA will complete a welfare form. Welfare forms are printed on white paper and serious concerns are on blue.
- 2) Forms are kept in a locked filing cabinet at Kingdown School in the CEO's PA's office.
- 3) If a serious welfare concern is raised, the DSL or DDSL will call MASH for advice or to make a referral. The lead Forest School teacher will also contact the home school's DSL to discuss the case and send on the blue form.
- 4) All white welfare forms are reviewed every two weeks by the DSL and DDSL. White forms are sent immediately to home school.

Attendance

- 1) If a child does not arrive at Acorn Forest School for their session, the home school will be notified by email.
- 2) Parents are asked to telephone their home primary school in the event of their child being too ill to attend who will inform the lead teacher at Forest School. Any planned absence should be reported to the lead teacher at Forest School.
- 3) Attendance at Forest School is reported on the weekly update spreadsheet to home schools.
- 4) If a child who is on a child protection plan does not arrive at Acorn Forest School at their designated time and session, a telephone call will be made to the child's social worker. The home school will also be notified.

Within the setting

- 1) A risk assessment has been carried out on the setting and is available from the lead Forest School teacher.
- 2) Staff are well-versed in these procedures.
- 3) Any incidents of peer on peer abuse or bullying and any racial incidents will be logged. Home schools will be notified.
- 4) Personal risk assessments for individual children are logged and adhered to.

Staff training

- 1) Staff receive annual safeguarding updates from the safeguarding lead for Acorn Education Trust.
- 2) The safeguarding lead for Acorn Education Trust circulates details of updates to the DSL.

If concerns arise over staff conduct

- 1) Should a child or another member of staff raise a concern over the conduct of a member of staff, the DSL will be informed.
- 2) The case will be referred to the DOFA.
- 3) The DSL will investigate.