

## Brannel School - Safeguarding Suite - School level appendix

### Contact Details

Role	Name	Contact Details
Headteacher	Tristan Muller Forster	tmuller-forster@brannel.celtrust.org
Designated Safeguarding Lead (DSL)	Abby Macdonald	<a href="mailto:amacdonald@brannel.celtrust.org">amacdonald@brannel.celtrust.org</a>
Operational DSL	Jordan Nash	<a href="mailto:dsl@brannel.celtrust.org">dsl@brannel.celtrust.org</a>
Deputy DSL(s)	Peter Banfield	<a href="mailto:dsl@brannel.celtrust.org">dsl@brannel.celtrust.org</a>
Safeguarding Team members	Abby Macdonald Jordan Nash Pete Banfield	<a href="mailto:dsl@brannel.celtrust.org">dsl@brannel.celtrust.org</a>
Mental Health Lead	Abby Macdonald	<a href="mailto:amacdonald@brannel.celtrust.org">amacdonald@brannel.celtrust.org</a>
Young Carer Lead	Caroline Hunt	<a href="mailto:chunt@brannel.celtrust.org">chunt@brannel.celtrust.org</a>
Lead First Aider	Rachel Pearson	<a href="mailto:rpearson@brannel.celtrust.org">rpearson@brannel.celtrust.org</a>
Online Safety Lead	Abby Macdonald	<a href="mailto:amacdonald@brannel.celtrust.org">amacdonald@brannel.celtrust.org</a>
Member of SLT responsible for supporting children with medical needs	Lee Murray-Adams	lmurray-adams@brannel.celtrust.org
Designated Teacher for children in care	Pete Banfield	<a href="mailto:pbanfield@brannel.celtrust.org">pbanfield@brannel.celtrust.org</a>
CELT Lead designated teacher	Angela Raymer	<a href="mailto:araymer@celtrust.org">araymer@celtrust.org</a>

### Trust contact details

Role	Name	Contact Details
Director of Inclusion	Amy Daniels	<a href="mailto:adaniels@celtrust.org">adaniels@celtrust.org</a>
Deputy Trust Safeguarding Lead	Heidi Spurgeon	<a href="mailto:dsl@celtrust.org">dsl@celtrust.org</a>
CELT Lead Attendance Officer	Emily Bennett	<a href="mailto:attendance@celtrust.org">attendance@celtrust.org</a>
Inclusion Officer	Rebecca Soby	<a href="mailto:rsoby@celtrust.org">rsoby@celtrust.org</a>

### Local contact numbers

Role	Name	Contact Details
Safeguarding Concerns	Multi Agency Referral Unit (MARU):	0300 1231 116 Out of hours: 01208 251300
Safety	Police	999



## Contextual Issues

Our local contextual information:

Three main issues identified in our locality are:	Our additional actions or strategies in place to mitigate the threat to our children are:
Child on Child	<p>We involve students in each step of the bullying process, from education to reporting and restorative work. aim to ensure that:</p> <ul style="list-style-type: none"> <li>• All students understand our approach and are clear about the part they can play to prevent bullying, including when they find themselves as bystanders.</li> <li>• We aim to create an atmosphere in which students who are being bullied, or others who know about it, feel that they will be listened to and believed, and that the action taken will be swift, but sensitive to their concerns.</li> </ul> <p>In these circumstances staff will respond positively, take the expression of concern seriously and ensure that the matter is fully investigated.</p> <p>Students continue to be educated through lessons and assemblies when pupils/students will be informed of the school's zero tolerance policy and the actions that will be taken to prevent child-on-child abuse including bullying taking place</p>
Mental Health and Wellbeing	<p>Every student is taught in a compassionate classroom, and our staff have fully embedded a range of strategies to ensure the wellbeing of our young people is of paramount importance</p>
Domestic Abuse	<p>PPN's and Operation Encompass received in the event of an incident where Police are involved. Support is available to students along with a curriculum designed to educate students on Healthy Relationships. Regular updates to staff to understand signs and indicators.</p>

## Attendance Information

Role	Name	Contact Details
Senior leader responsible for the strategic approach to attendance	Nick Read	<a href="mailto:nread@brannel.celtrust.org">nread@brannel.celtrust.org</a>
Attendance Officer	Caroline Hunt	<a href="mailto:chunt@brannel.celtrust.org">chunt@brannel.celtrust.org</a>

The name and contact details of school staff who pupils and parents should contact for more detailed support with attendance

Caroline Hunt

[chunt@brannel.celtrust.org](mailto:chunt@brannel.celtrust.org)



## Attendance Registration Times

Learners are expected to be in school at a good time for the start of the morning register. This means they should arrive at school at least 10 minutes before the register is taken.

Where a learner attends a registration session but does not attend subsequent lessons, we will treat this as a truancy and non-attendance matter in accordance with the behaviour policy and engage parents/carers where necessary.

- The start of the school day is 8.25am.
- Learners are expected to arrive at the school site between 8.10am and 8.25am
- There is breakfast club available from 8.00am
- The register opens at 8.30am (e.g. 8.40am) and closes at 8.45am. Pupils arriving after registration opens but before registration closes are deemed as late 'before registration closes'.
- Learners arriving after registration closes (9.00am) are considered 'late after registration has closed'. They will lose their mark for the whole session and the absence is recorded as 'unauthorised'.
- Afternoon register is taken at 12.30pm.
- The school day ends at 3.00pm

Parents are expected to inform the school by 8:30am if their child is absent by calling 01726 822485 select the attendance option or by emailing [brannelattendance@brannel.celtrust.org](mailto:brannelattendance@brannel.celtrust.org) giving the reason for absence.

## How the school is promoting and incentivising good attendance

- Positive welcome for all children daily at the learner entrance
- Providing a sense of belonging for learners through the learning and teaching framework
- Daily Tutor interactions with all tutees
- Welcoming children back after they have been absent for any reason.
- Regular assemblies and newsletter items promoting good attendance.
- Clear communication to parents/carers regarding attendance.
- Rewarding learners for positive trends in attendance
- Supportive meetings held regularly at school or parent request

