

## Arena Academy specific annexe: Key Local Procedures and Focus.

### Staff:

Lead DSL	Claire Kilroy – Deputy Headteacher
Deputy DSL	Joanne Chance – Student Welfare
Deputy DSL	Emma Sinclair – Student Welfare
DSL Trained Staff:	Kevin Rogers – Headteacher Martin Newman – Assistant Headteacher Karen Curtis – Head of Science and STEM Lead.
Wider Student Welfare Team	Kulvinder Bhamra – Attendance Manager Sabeia Begum – Healthcare Assistant Linda Davey – Health care Assistant
Single Point of Contact (SPOC)	Claire Kilroy – Deputy Headteacher

### Local Procedures:

Birmingham Safeguarding Children Partnership (BSCP) <http://www.lscbbirmingham.org.uk/>

Children’s Advice and Support Service (CASS)

Multi Agency Safeguarding Hub (MASH)

Chanel (Prevent Referrals)

CSE Screening Tool

Force Intelligence Bureau (FIB) Information sharing with the Police:

[fib@west-midlands.pnn.police.uk](mailto:fib@west-midlands.pnn.police.uk)

Birmingham Education Support Service (BESS)

Birmingham City Council (BCC) Safeguarding Briefings:

[https://www.birmingham.gov.uk/info/50045/safeguarding\\_briefings](https://www.birmingham.gov.uk/info/50045/safeguarding_briefings)

Local Authority Designated Officer (LADO) 0121 675 1669 [Lado.secure@birmingham.gcsx.gov.uk](mailto:Lado.secure@birmingham.gcsx.gov.uk)

### Arena Academy Procedures:

Notice of Concern forms are completed by staff who have any safeguarding concerns, all staff do this directly onto CPOMS.

All Notice of Concern forms are triaged by Lead and Deputy DSL’s.

Immediate Child Protection Concerns reported to DSL/Deputy/Headteacher immediately

Referral/Advice taken from appropriate agency

Right Help, Right Time referred to

CPOMS used for electronic case recording

Paper files kept and locked away

Annual Level 1 Whole Staff Safeguarding and Level 1 training, Prevent Training, KCSIE 2019, Educare modules.