

Safeguarding Guide for Students

This guide applies to all academies managed by Wootton Academy Trust (WAT).



**Wootton
Academy Trust**

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1. Keeping You Safe

This guide explains how Wootton Academy Trust keeps students safe and what you can do if you are worried about yourself or someone else. It is based on the Trust's Safeguarding and Child Protection Policy.

2. What is Safeguarding?

Safeguarding means helping to keep children and young people safe, healthy and supported.

This includes:

- Protecting you from harm, abuse and neglect
- Supporting your mental and physical wellbeing
- Helping you get support when you need it
- Making sure you can learn in a safe environment
- Taking action if someone is worried about your safety

Everyone in school and college has a role in safeguarding.

3. Who Can Help?

If you are worried about anything, you can talk to:

- A member of the Safeguarding Team
- Your Form Tutor
- A Head of Year or member of the Pastoral Team
- A trusted teacher or ANY member of staff

Staff are trained to listen, support you and get the right help if needed.

4. Signs You Should Speak to Someone

You should speak to a member of staff if:

- Someone is hurting you
- You feel unsafe at home, school or online
- You are being bullied
- Someone is threatening or blackmailing you
- Someone is asking you to keep secrets that make you uncomfortable
- You are worried about a friend
- You feel pressured into doing something you do not want to do
- You are struggling with your mental health or wellbeing

Remember: **you do not need proof to ask for help.**

4.1 What Happens If I Tell Someone?

When you tell a member of staff:

1. They will listen carefully.
2. They will take what you say seriously.
3. They will not judge you.
4. They will explain what happens next.
5. They will share the information with the Safeguarding Team, if needed.

Staff cannot promise to keep safeguarding concerns secret because their job is to help keep you safe.

5. Different Types of Harm

Sometimes young people experience:

- **Physical Abuse** – Being deliberately hurt or injured.
- **Emotional Abuse** – Being constantly put down, threatened, humiliated or made to feel worthless.
- **Neglect** – Not having basic needs met, such as food, clothing, medical care, supervision or emotional support.
- **Sexual Abuse** – Being pressured, forced or tricked into sexual activity, whether in person or online.
- **Exploitation** – When someone takes advantage of a young person for their own benefit, including criminal or sexual exploitation.

Abuse can happen anywhere, including at home, in school or college, in the community or online.

6. Keeping Safe Online

The internet can be a great place, but it can also present risks.

Always:

- Keep personal information private
- Use strong passwords
- Think carefully before sharing photos or videos
- Tell an adult if something online makes you uncomfortable
- Block and report people who make you feel unsafe

Be aware of:

- Online bullying
- Fake accounts
- Scams

- Grooming
- Harmful or inappropriate content
- Pressure from others to share images or personal information

Wootton Academy Trust uses filtering and monitoring systems to help keep students safe online.

6.1 Sharing Nude Images ("Sexting")

It can feel like everyone is doing it but sharing nude or semi-nude images can have serious consequences.

If someone:

- Asks you for a nude image
- Pressures you to send one
- Shares an image of you without permission

Tell a trusted adult immediately. You will not get into trouble for asking for help.

Staff will support you and take action to keep you safe.

7. Bullying and Child-on-Child Abuse

Bullying, harassment and harmful behaviour between students are never acceptable.

This includes:

- Physical bullying
- Verbal abuse
- Racist, sexist or homophobic bullying
- Online bullying
- Sexual harassment
- Sharing inappropriate images
- Threatening or intimidating behaviour

If you see it, experience it or hear about it, tell a member of staff.

8. Mental Health and Wellbeing

Everyone can struggle at times.

You should seek support if you are:

- Feeling very low
- Feeling anxious all the time
- Self-harming

- Having thoughts of hurting yourself
- Finding it difficult to cope

Support is available and you do not have to deal with problems on your own.

9. Who Can Help?

If you are worried about yourself, a friend, or something happening online or outside of school, you can speak to any trusted member of staff. You can also contact our safeguarding team directly.

Wootton Academy Trust Safeguarding Team

Designated Safeguarding Lead (DSL)

Mrs K. Gardner-Oyemade

Safeguarding Officers

Mr R. Gardner – Wootton Academy

Miss S. Nixon – Wootton Academy

Mrs S. Rydeheard – Kimberley College

You can also speak to:

- Your Form Tutor
- Your Head of Year
- A member of the Pastoral Team
- Any teacher or member of staff you trust

Useful email addresses

Safeguarding Team

safeguarding@wootton.beds.sch.uk

Wootton Academy

outofclass@wootton.beds.sch.uk

inclass@wootton.beds.sch.uk

Kimberley College

kimberleypastoral@wootton.beds.sch.uk

10. Respect and Inclusion

Everyone deserves to feel safe, respected and valued.

The Trust does not tolerate discrimination based on:

- Race

- Religion or belief
- Disability
- Sex
- Sexual orientation

We are committed to creating an environment where everyone feels welcome and supported.

Remember, if something does not feel right: **Talk.**

If you are worried about a friend: **Tell someone.**

If you are unsure whether something is serious: **Ask for help anyway.**

You will always be taken seriously, listened to and supported.

Keeping students safe is everyone's responsibility.