



Safeguarding of Boarders 2025-26

Safeguarding of Boarders

In a boarding school, there are some additional factors to consider with regard to safeguarding Students living away from home. Bath Academy follows the requirements set out in the National Minimum Standards and Quality Standards. Boarding Staff at Bath Academy receive induction and safeguarding training tailored to meet their specific, additional duties. Staff are alert to inappropriate student relationships, initiation type behaviours and the potential for child-on-child abuse. When living away from home a student may be more vulnerable to physical, sexual or emotional abuse and/or neglect. It is important that the quality of care is of the highest standard and that staff are mindful of the individual needs and situation in which a student may find themselves. The whole school safeguarding and child protection policy applies but there are some additional considerations and actions the College takes to protect Students who board.

In the boarding house, the highest quality of care is achieved by making sure that:

- Students feel valued and respected and their self-esteem is promoted;
- There is an openness on the part of the boarding house to the external partners and parents.
- Boarding house staff are trained in all aspects of safeguarding students and are alert to students' vulnerabilities and risks of harm, and knowledgeable about how to implement safeguarding Students' procedures, including referral procedures.
- Students who live in the boarding house are listened to and their views and concerns responded to.
- Students have ready access to a trusted adult outside the boarding house setting (e.g. a family member, independent Listener, access to Childline or the Children's Commissioner). Students are made aware of the help they can receive both from within and outside Bath Academy School.
- Boarding house staff recognise the importance of ascertaining the wishes and feelings of students when dealing with sensitive issues.
- Students should be genuinely able to raise concerns and make suggestions for changes and improvements, which are taken seriously. All complaints are dealt with in accordance with the complaints policy.

- Staff carefully monitor relationships and are sensitive to bullying or intimidation by peers. If suspected or reported, bullying is dealt with in line with the anti-bullying policy.
- Recruitment and selection procedures are rigorous and create a high threshold of entry to boarding house posts to deter abusers.
- Bath Academy School has a clear code of conduct instructing boarding school staff on their duty to their employer and their professional obligation to raise legitimate concerns about the conduct of colleagues or managers.
- There is respect for diversity and sensitivity to race, culture, religion, gender, sexuality and disability.
- Boarding house staff are alert to the risks of harm to Students in the external environment from people prepared to exploit the additional vulnerability of Students living in a boarding school. E.g. online safety.

Security and supervision

The Boarding Houses can be accessed by the front door which has a key code lock. Security checks are carried out by staff at the end of the evening to ensure that the house is secure. Students are encouraged to report the presence of unfamiliar people on the premises. The only people allowed unauthorised access to the Boarding House during the day are employed members of staff who are all DBS checked. Any ancillary or contract staff are not allowed unsupervised access to the Boarding House and all are required to sign in.

Boarding staff supervise boarders 24 hours each day in three shifts:

	MON	TUES	WED	THURS	FRI	SAT	SUN
Morning	08.00- 16.00	08.00- 16.00	08.00- 16.00	08.00- 16.00	08.00- 16.00	06.00- 14.00	06.00- 14.00
Evening	16.00- 24.00	16.00- 24.00	16.00- 24.00	16.00- 24.00	16.00- 24.00	14.00- 22.00	14.00- 22.00
Night	24.00- 08.00	24.00- 08.00	24.00- 08.00	24.00- 08.00	24.00- 06.00	22.00- 06.00	22.00- 08.00

Host families are on our approved list of accommodation. All members of the household aged 16 or over are DBS checked and the accommodation is regularly inspected by the Welfare Officer. All homestays receive safeguarding training.

If students go out of the boarding house during evening or weekend, they must inform the member of staff on duty where they are going, with whom and when they will return (**see appendix 1 for Risk Assessment**).

Guardians

All overseas boarders under the age of 18 should have a UK resident guardian, who should be responsible for all aspects of care, travel and holiday arrangements. They should be available

to take care of the student should they be sick or suspended during term time. Guardians are not arranged or provided by the school. The school is not responsible for half-term and holiday arrangements, particularly accommodation.

Transport of students to and from the boarding house at the end of term

Additional measures are put in place to ensure the safety of students travelling significant distances or abroad. Boarders should not leave the college earlier than the published end of term or half term without permission from the Principal as it disturbs the teaching and learning programme.

- All boarders' (under 18) travel plans are recorded in advance.
- Under 16s are transported to airports under supervision of Guardians or by arranged taxi by the Guardians. The Students are handed to the airlines as young travellers or unaccompanied minors.

Safeguarding concerns

All suspicion or complaints of abuse/specific safeguarding issues must be reported to the DSL or Deputy DSLs, or if the complaint involves the DSL, to the Director responsible for Safeguarding and Child protection/LADO.

If child is at risk, report to DSL Children's social care to make a referral or Police immediately if crime committed.

Anybody can make a referral to statutory agencies. Referrals do not require parental consent.

Contact details

Bath Academy Designated Safeguarding Team

Name Job title Contact number

Tim Naylor Principal, Designated Safeguarding Lead (DSL)

00441225 334577

Natalia Knott Welfare and Accommodation, Deputy DSL

Laura Young Head of GCSE, Deputy DSL

Muna Mitchel Head of A-Level, Deputy DSL

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James Knott Boarding manager

00441225 334577

Tim Hughes Director of Studies

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Bath

- **Children's Social Work Services** on 01225 39 61 11 or 01225 47 79 29
- Outside of office hours- the **Emergency Duty Team** on 01454 615165
- **LADO Local Authority Designated Officer** Victoria Harlin,

01225 396810

• **The Police's Prevent Team** can be contacted on **0117 945 5539**, or dial **101**

If a child in immediate danger call 999

Appendix 1

Risk Assessment for Boarders' Free Time outside the Boarding House

- In the Boarding House Boarders have a 9.00pm curfew from Sunday to Friday and 10.00pm for Saturdays
- There is a signing in and out system for all boarders on leaving and entering the house. This includes leaving and return times and intended destination (shops/cinema etc).
- Over night stays or visiting another city must be authorised by parents/UK Guardians a week in advance
- Boarders must ensure they have their mobile phone with them when outside the house. House Parents have every boarders' mobile phone number and will contact them if curfew time is breached
- Boarders are aware that consuming alcohol both inside and outside of the house is strictly forbidden. Boarders are aware of potential dangers if in local parks or in the city centre (see Boarders' Handbook)
- Boarders who are under 16 must be accompanied by at least one other boarder if outside the house in evenings
- If a boarder is more than 30 minutes late from the scheduled return, the House Parent should telephone the Head of Boarding or the Welfare Officer immediately or in their absence the Principal to inform him/her that a boarder is missing. The missing student procedure found on the 'V' drive will then be followed
- House Parents carry out formal checks in the evening to ensure boarders are present at bedtime
- During the school day boarders may leave the College's two sites for lunch. Under 16s must use the college signing in/out system. Class registers are taken for each lesson throughout the day; if any boarder is absent from any lesson they are contacted by mobile phone to ascertain their whereabouts

Reviewed: September 2025

Next review: September 2026

Responsible Officer: Natalia Knott