## Ampney Crucis C of E Primary School



# Offer of Early Help Together we live, learn and flourish

Our Vision is based on 3 Core Christian Values, Respect, Courage and Compassion.

Ampney Crucis is a school family, where, through different experiences our children grow surrounded by love, so they are strong both in body and in mind.

We support and respect each other, working as one to welcome all and walk alongside those who need it most, looking outward, recognising when one part of our community suffers, we all suffer yet when one flourishes, we all flourish.

Approved by: The Governing Body

Date: November 2024

Next review due by:

Date: November 2025

Written in line with latest version of Keeping Children Safe in Education

2024

Early help is crucial and the role it plays is very clearly written about in Working Together to Keep Children Safe and Keeping Childre Safe in Education.

2024

#### <u>Overview</u>

Ampney Crucis C of E Primary School is committed to safeguarding children and promoting their welfare at all levels. We are aware that children and their families have varying levels of needs at different times. The aim of early help is to quickly identify which level of help is required and to ensure that the children are safeguarded and that all their needs are met.

### Early Help at Ampney Crucis is offered for the following areas in collaboration with other agencies:

- Pupils are taught in small classes which mean that each child and their family are well known to all staff
- All pre-school children have induction sessions with their parents to a promote strong school/ home relationship
- Open door policy where staff are available for parents to discuss issues as soon as they arise
- Parenting Skills
- Mental Health for children and parents.
- Identification of Special needs, including Speech and Language delay.
- School is able to signpost various forms of financial support
- Children are confident to speak to any adult in school if they have a concern, an Emotionally available adult (EAA) and this is taught through PHCSE lessons and the school being Trauma Informed.
- Identification of vulnerable pupils is comprehensive. Concerns are recorded and shared with parents and staff. The well-being and progress of these pupils is closely monitored
- Any incidents of inappropriate behaviour are managed effectively and consistently
- Any incidents of bullying or perceived bullying are taken seriously and dealt with promptly, this includes Sexting, Child on Child Abuse.
- Gender Based violence
- Domestic Abuse the school is linked with Operation Encompass
- Online Safety/E-Safety is promoted through the computing curriculum and newsletters and workshops to parents
- Good links exist with all the local secondary schools. Records and ongoing concerns are shared at the earliest opportunity.
- Good links exist with external agencies including Gloucestershire Safeguarding Children Board

#### **Staff and Governors**

- Safer recruitment procedures are applied to a high standard when recruiting new staff
- All new staff receive a comprehensive safeguarding induction programme
- The Disclosure and Barring Service (DBS) procedure is in place and the Single Central Register is maintained
- All staff receive safeguarding training at least every 3 years and are aware of the types of abuse they may encounter
- All staff use the school system CPOMs for logging incidents and concerns
- Safeguarding is a standing item on the agenda for staff meetings and Full Governing Body Governors and meetings of the Curriculum and Staff and Buildings and Finance Committees.
- Headteacher is registered to receive alerts from Gloucestershire Safeguarding Children Board (GSCB)
- The school is part of the Cross County Cluster Designated Safeguarding Lead (DSL) from one of the Cluster Schools would be available to assist in the absence of the Head Teacher (HT) or Deputy DSL
- All staff have an understanding of Child Sexual Exploitation and Grooming
- All staff understand that there is a possibility of Genital Mutilation (FGM), forced marriage and trafficking and know the signs that raise suspicion
- All staff have an understanding of what radicalisation and extremism are and why we need to be vigilant in school

Key contacts in School:

Designated Safeguarding Lead: Deputy Designated Safeguarding Lead: Safeguarding Governor: Tana Wood Gavin Pugh and Heather Chadwick. Elizabeth Roughton

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Families can access early help by contacting the Head Teacher, Mrs Tana Wood. All conversations will be confidential and permission will be sought before we refer you to an agency for support.

Children and families are entitled to early help if and when they need it. It may also be provided through an increase in the levels of universal services, or services provided or commissioned in localities.

Everyone needs help at some time in their lives and therefore an ethos of early help is important for any school. The co-ordinated Ampney Crucis C of E Primary offer of early help is outlined in the table. We believe that early interventions for children or families, in many cases, will prevent children from experiencing harm. Ampney Crucis offers a number of early preventative measures. In particular we are a small, dedicated team of teaching and support staff who know each of our pupils as individuals and are able to work with children or families who are struggling with a range of difficulties or sign-post them on to other appropriate agencies or organisations.

Our Christian Values permeate our curriculum and pastoral care, which is supplemented by our use of the SCARF PSCHE Programme and the Pink Curriculum.

Expert and professional organisations are best placed to provide up-to-date guidance support and intervention on specific safeguarding issues when and if they arise. Our school will refer to appropriate agencies when help is required to support children, young people or families or to prevent harm.

All staff must be aware of the offer of early help. At all times all staff should consider if there is any offer of early help that we can make in order to help a child thrive. The GCSB 'continuum of need' windscreen is an important diagram to keep in mind for all children. A copy of the GSCB 'Continuum of Need' windscreen is available through school and Gloucestershire's Graduated Pathway flowchart is available here: https://search3.openobjects.com/mediamanager/gloucs/glosfamilies/files/poster of the graduated pathway flowchart rt.pdf.

Our aim is to help pupils and families as early as possible when issues arise: 'the right help at the right time to stop any issues getting worse'. Early help is an approach, not necessarily an action; it includes prevention education as well as intervention where necessary or appropriate. In some cases immediate urgent action might be necessary if a child or young person is at risk of immediate harm.

### AMPNEY CRUCIS C of E PRIMARY'S OFFER OF EARLY HELP

	Gloucestershire Family Information Service (FIS) advisors give impartial information on
Gloucestershire: Gloucestershire Family Information Service	childcare, finances, parenting and education. FIS are a useful source of information for parents and professionals. They support families, children and young people aged 0-19 years of age (25 for young people with additional needs) and professionals working with these families. They can help link parents up with other organisations that might be able to help or provide the information themselves e.g. parents could ask them about holiday clubs for your children across Gloucestershire.
	Contact the FIS by emailing:familyinfo@gloucestershire.gov.uk Or telephone: (0800) 542 0202 or (01452) 427362. FIS also have a website which has a wealth of information to support many issues such as childcare and support for children with disabilities. https://www.glosfamiliesdirectory.org.uk/kb5/gloucs/glosfamilies/home.page
Ampney Crucis C of E	Staff are available should parents have a concern about anything at all. Staff may not
Primary School's I universal support for all	<ul> <li>have the answer but will try to find out the answer or sign-post parents/other</li> <li>professionals in the right direction. Parents can either talk directly with the teachers or</li> <li>support staff, or contact the headteacher as follows: <ul> <li>School office number: 01285 851440</li> <li>Email: head@ampneycrucis.gloucs.sch.uk</li> </ul> </li> </ul>
Primary School's PSHCE	Ampney Crucis C of E Primary teach Personal, Social, Health, Citizenship and Health Education (including Relationship and Sex Education and Drugs Education) through the SCARF programme and the Pink Curriculum.
	This comprehensive curriculum covers many aspects of keeping young people safe, healthy, resilient and aware of the world around them so that they can make informed decisions. Where pupils have specific issues that need discussing or addressing we will make their wellbeing curriculum bespoke to them. Other specific topics helping pupils stay safe covered within the curriculum include (age appropriate content):
	<b>Relationships education:</b> This is taught throughout the school with specific topics taught to specific year groups–(Gloucestershire health living and learning team (GHLL) resource).
	PINK curriculum taught throughout school <b>Gender, identity and tolerance:</b> preventing homophobic and transphobic bullying; preventing bullying of pupils from different types of families (e.g. same sex parents); avoiding anti-gay derogatory language; Gender identity - there isn't such thing as a typical girl or a typical boy. Understanding and acceptance of others different than us, including those with different religions.
	<b>Drugs:</b> Alcohol, Smoking and illegal drugs. <b>Keeping Safe:</b> E-safety; personal safety (out and about); How to respond to an emergency.
	<b>Emotional well-being:</b> Where to go for help if you, your friend or family member is struggling with emotional well-being/mental health problems? What are the signs someone is struggling? What makes you feel good; How to look after you own emotional well-being; Personal strength and self-esteem; Being happy! <b>Relationships:</b> How to make and maintain friendship; family relationships; different
	types of families. Healthy Living: Taking responsibility for managing your own health; Importance of sleep; The main components of healthy living (diet, exercise and wellbeing);Focus on breakfast; Managing health and wellbeing when you are unwell (making sure you take
	your medicine when you should, have the right perspective, doing what you can do within the limitations of your health condition.
E-safety/Online Safety	Online Survey completed every 2 years Online Activity can be a serious risk to children; The us eof technology has become a significant component of many safeguarding issues. Child sexual exploitation, radicalisation, sexual predation- technology often provides the platform that facilitates

Bullying (including cyber-bullying)/child death/suicide prevention	<ul> <li>harm. With eth right support, education and safety measures in place the internet and new technologies can also bring many benefits but we all must be vigilant.</li> <li>All staff undertake an e-safety course</li> <li>E-safety is a key part of our ongoing (PSHE) curriculum.</li> <li>-PACE (parents against child exploitation) UK is a useful website to engage parents with e-safety issues. www.paceuk.info/, as well as Thinkuknow and the NSPCC.</li> <li>www.thinkuknow.co.uk/parents</li> <li>All Gloucestershire schools including Ampney Crucis School are committed to tackling bullying. We want to know immediately if there any issues with bullying at school so that it can be addressed. School can also offer bespoke lessons on anti-bullying for anyone who has suffered bullying to encourage behaviours that might avert it in the future (e.g.</li> </ul>
	assertiveness) or to boost self-esteem. We have a series of teaching resources produced by the Gloucestershire healthy living and Learning Team ( <u>www.ghll.org.uk</u> ) to support this. In serious cases of bullying parents should contact the police; particularly if there are threats involved. In an emergency call 999. Other sources of help and advice are: www.gscb.org (Gloucestershire Safeguarding children's board) http://www.bullying.co.uk. Gloucestershire Healthy Living and Learning team provide alerts and resources in relation to supporting young people being bullied. Education about bullying is an integral part of the Ampney Crucis' Wellbeing programme. www.ghll.org.uk <u>www.onyourmindglos.nhs.uk</u> is a Gloucestershire website which also covers bullying as a topic and where to go for help.
Children or young people with multiple needs (vulnerable) or multiple needs (complex) requiring multi-agency input or assessment.	Within Gloucestershire <b>Early Help Partnership</b> (co-ordinated by Families First Plus) provide multi-agency support for children and families. A phone call to discuss a possible referral is helpful before making written referral. Parents must consent to a referral. School actively refer to when appropriate. Referrals go to the Early Help Partnership (representation from Education, health, social care etc. and referring agencies are encouraged to attend. All agencies should view themselves as part of this Early Help Partnership. The referral meeting is a multi-agency discussion to decide the best way forward: <b>Early Help Partnership/Families First Plus:</b> Gloucester: gloucesterearlyhelp@gloucestershire.gov.uk tel:01452 328076; Stroud: stroudearlyhelp@gloucestershire.gov.uk Tel: 01452 328130; Tewkesbury: tewkesburyearlyhelp@gloucestershire.gov.uk Tel: 01452 328 250; Cotswold: cotswoldearlyhelp@gloucestershire.gov.uk Tel: 01452 32801; FOD: forestofdeanearlyhelp@gloucestershire.gov.uk Tel: 01452 32801; FOD: forestofdeanearlyhelp@gloucestershire.gov.uk Tel: 01452 328048; Cheltenham: cheltenhamearlyhelp@gloucestershire.gov.uk Tel: 01452 328161. These teams are made up of the following professionals Early Help co-ordinators; Community Social Worker and Family Support Workers. They all work together from one base so they can recognise and respond to local needs and act as a focal point for co-ordinating support for vulnerable children, young people and their families. Support provided includes: Support for school and community based lead professionals working with children and families; Collaboration with social care referrals that do not meet their thresholds, to co-ordinate support within the community; Work in partnership to support children with special
	'discussion in principle basis' ; Signpost children with disabilities and their families to access activities and meet specific needs; Advice and guidance to lead professionals and the provision of high quality parenting and family support services to families.

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	Youth Support Team (YST):
	The Youth Support Team (YST): The Youth Support Team provide a range of services for vulnerable young people aged
	between 11 - 19 (and up to 25 for young people with special needs), including:
	- Youth offending
	- Looked after children
	- Care leaver's support services (for those aged 16+)
	- Early intervention and prevention service for 11 - 19 year olds
	- Support for young people with learning difficulties and/or disabilities
	- Positive activities for young people with disabilities
	- Support with housing and homelessness
	- Help and support to tackle substance misuse problems and other health issues
	- Support into education, training and employment
	- Support for teenage parents
	For General Enquiries: T: 01452 426900 E: info.glos@prospects.co.uk
	To make a referral: T: 01452 427923 E: fasttrackteam@prospects.co.uk
Drug concerns	www.infobuzz.co.uk
	Info Buzz provides individual targeted support around drugs & emotional health issues,
	development of personal & social skills, and information & support around substance
	misuse.
	Drugs education is covered in the school curriculum. The Life Education Bus visits annually
	as part of this provision as a preventative measure.
	www.onyourmind.nhs.uk
	advice on drug/alcohol misuse.
Mental health concerns	Examples of organisations that might be able to help;
	Teens in Crisis (TIC) counselling Service <u>www.ticplus.org.uk</u>
* Please note that in	www.onyourmindglos.nhs.uk
Gloucestershire CYPS	a website launched by Gloucestershire as part of the Future in Mind Programme. This
(children and young	website is good for young people, parents and professionals in terms of help with mental
people's services)	health issues and where to go for help.
replaced CAMHS (child	Referral to school nurses may be appropriate.
and adolescent mental	<ul> <li>Referral to CYPS (Gloucestershire's mental health services) via your own GP.</li> </ul>
health services)	Children and Young People's Services > Glos Health & Care NHS Foundation Trust
fieduri services)	(ghc.nhs.uk)
	• For children/young people/adults with existing mental health difficulties concerns
	should be discussed with the existing medical professionals (consultant
	psychiatrists).
	https://www.ghc.nhs.uk/our-teams-and-services/children-and-young-people/
	is the website for all referrals to speech and language, medical needs, autism assessment
	and CAMHS.
Child Sexual exploitation	CSE screening tool (can be located on the GSCB website:
(CSE)	www.gscb.org.uk/article/113294/Gloucestershire-procedures-and-protocols) This should
	be completed if CSE suspected. Clear information about Warning signs, the screening tool
	and Gloucestershire's multi-agency protocol for safeguarding children at risk of CSE are at
	www.gscb.org . Referrals should be made to Gloucestershire social care and the
	Gloucestershire Police.
	Gloucestershire Police CSE Team:
	The CSE team sits within the Public Protection Bureau
	Single agency team (Police)
	Single agency team (Police) PC Christing Pfister (Missing persons Coordinator)
	PC Christina Pfister (Missing persons Coordinator)
	PC Christina Pfister (Missing persons Coordinator) 01242 276846
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Domestic violence	The GSCB (Gloucestershire Safeguarding Children's board) have published a Domestic Abuse pathway for educational settings which is on the GSCB website. If a child or young person is suspected of living at home with a domestically abusive parent or if a young person has domestic abuse in their own relationship, then the usual procedures should be followed and a referral made to the children's helpdesk (tel: 01452 426565). The response will vary according to the age of the young person so that the appropriate agencies are involved. <b>Gloucestershire Domestic Abuse Support Service (GDASS) www.gdass.org.uk</b> <b>MARAC Gloucestershire Constabulary:</b> Multi Agency Risk Assessment Conferences (MARACs) prioritise the safety of victims who have been risk assessed at high or very high risk of harm. The MARAC is an integral part of the Specialist Domestic Violence Court Programme, and information will be shared between the MARAC and the Courts, in high and very high risk cases, as part of the process of risk management. <b>Gloucestershire Unborn Baby Protocol:</b> Research indicates that young babies are particularly vulnerable to abuse but that work carried out in the antenatal period can help minimise harm if there is an early assessment, intervention and support. Working Together (2015) specifically identifies the need of the Unborn Child. Professionals should read and act upon the unborn baby protocol if there is suspected domestic violence and a pregnancy. The unborn baby protocol can be found at www.gscb.org <b>Operation Encompass</b> also supports our work in this area, and a senior member of staff
	has undertaken the necessary training.
Teenage relationship abuse	Please see comment about the Domestic abuse pathway for educational settings above (in domestic violence section). www.gov.uk – home office 'teachers guide to violence and abuse in teenage relationships.' All violence or suspected violence should be reported the police and/or social care as appropriate. GDASS (Gloucestershire Domestic Abuse Support Service) can be referred to for support. Young person's GDASS leaflet. Lead GHLL Teacher for advice and support with curriculum resources (tel: 01452 427208) Gloucestershire Take a Stand – www.glostakeastand.com
Fabricated and induced illness (FII)	http://www.nhs.uk/Conditions/Fabricated-or-induced-illness for information on behaviours and motivation behind FII. Any professionals suspecting FII must involve the Police, Social Services and follow the child protection procedures outlined in the safeguarding policy.
Female genital mutilation (FGM)	Female Genital Mutilation (FGM) comprises all procedures involving partial or total removal or the external female genitalia. FGM is illegal in the UK and as of October 2015 mandatory reporting commenced. If education staff or other professionals discovers that an act FGM appears to have been carried out on a girl under 18 years old there is a statutory duty for them PERSONALLY to report it to the police. http://www.nhs.uk/Conditions/female-genital-mutilation for NHS information and signs of FGM. Any suspicion of FGM should be referred to the Police and social care. Posters/leaflets on FGM shared with staff.
Forced marriage	<b>UK Forced Marriage Unit</b> fmu@fco.gov.uk Telephone: 020 7008 0151 Call 999 (police) in an emergency. www.gov.uk/stop-forced-marriage for information on Forced Marriage. <i>Visit Home Office</i> <i>website to undertake Forced Marriage e-learning package https://www.gov.uk/forced-</i> <i>marriage</i> . GSCB one day Awareness training delivered by Infobuzz www.gscb.org.uk Please see 'Multi-Agency Practice Guidelines- Handling cases of Forced Marriage' for more information and detail https://www.gov.uk/forcedmarriage.

### Offer of Early Help

	All practitioners must be aware of this, that is they may only have one chance to speak to a potential victim and thus they may only have one chance to save a life. This means that all practitioners working within statutory agencies need to be aware of their responsibilities and obligations when they come across forced marriage cases. If the victim is allowed to walk out of the door without support being offered, that one chance might be wasted. <b>Prevention</b> Freedom Charity- Aneeta Prem 'But it's not fair' book. A book for teenagers looking at forced marriage from the point of view of school friends of the girl who went to India and didn't come back. This book promotes discussion. www.freedomcharity.org.uk The Freedom Charity (UK charity) have a helpline, text facility and app which can be downloaded to help to provide support and protection for victims of abuse, FGM or forced marriage. They can be contacted on tel: 0845 607 0133 or text <b>4freedom</b> to <b>88802</b> or go to the website to download the app from the app page.
Gangs and youth violence	Contact the Avenger Task Force- A task force set up to identify potential gang members as vulnerable individuals and potential victims and aims to help them. Prevention: wellbeing curriculum – self-esteem & identity, law & order and considering impact of violence on communities.
Gender-based violence/violence against women and girls (WAWG)	<ul> <li>www.gov.uk – home office policy document, 'Ending violence against women and girls in the UK' (June 2014).</li> <li>FGM (Female Genital Mutilation) is violence against women and girls.</li> <li>Hope House SARC (Sexual Assault Referral Centre): 01452 754390</li> <li>Gloucestershire Rape and Sexual Abuse Centre: 01452 526770</li> <li>There's a 24-hour answerphone service and they'll respond within 24 hours. Or you can use the confidential and anonymous email support service at support@glosrasac.org.uk.</li> <li>The support workers are all women, who are specially trained to work with survivors of sexual violence. They will work with you at your own pace, explaining your options and your rights – and most importantly of all, they will always listen to you and believe you.</li> <li>GRASAC also have really helpful booklets: a self-help guide, a guide for families or loved ones and a guide if you have learning needs. You can access them on the www.onyourmindglos.nhs.uk website or contact GRASAC for a free copy.</li> <li>www.onyourmindglos.nhs.uk for 'I've been raped or sexually assaulted' information.</li> </ul>
Honour based violence (HBV)	The police have made it a high priority to help communities fight back to tackle both honour based violence and hate crime. The 'Honour Network Help line': 0800 5 999 247
Private fostering	http://www.gloucestershire.gov.uk/privatefostering Gloucestershire County council website information on private fostering. Refer to Gloucestershire Children & Families website. A private fostering arrangement is essentially one that is made without the involvement of a local authority. Private fostering is defined in the Children Act 1989 and occurs when a child or young person under the age of 16 (under 18 if disabled) is cared for and provided with accommodation, for 28 days or more, by someone who is not their parent, guardian or a close relative. (Close relatives are defined as; step-parents, siblings, brothers or sisters of parents or grandparents).
Preventing Radicalisation and Extremism/HATE (PREVENT duty) HM Government PREVENT duty: As of 1 July 2015 duty in the Counter-terrorism and security act 2015 for specified authorities (including all schools) to have due regard to the need to prevent people being drawn in to terrorism.	<ul> <li>Gloucestershire Safeguarding Children's Board www.gscb.org. There is a new GSCB PREVENT referral pathway</li> <li>www.educateagainsthate.com is the government website providing information and practical advice for parents, teachers and schools leaders on protecting children from radicalisation and extremism.</li> <li>Gloucestershire Safeguarding Children's Board have published a PREVENT pathway for professionals to refer to.</li> <li>All of teachers have had training in how to spot the signs of radicalisation and extremism and when to refer to the Channel panels. (online training).</li> <li>Key contacts: PC Adam Large, Gloucestershire Constabulary PREVENT officer: tel 101</li> <li>Anti-Terrorist Hotline: tel 0800 789 321</li> </ul>

If you see extremist of terrorist content online please report it via: https://www.gov.uk/ report- terrorism	The 'Advice on the Prevent duty' written by the Department for Education explains what governors and staff can do if they have any concerns relating to extremism. The Department for Education has also set up a telephone helpline (020 7340 7264) to enable people to raise concerns directly. Concerns can also be raised by email to counter.extremism@education.gsi.gov.uk. Prevention: Ampney Crucis teaches traditional British values through the Wellbeing Curriculum: democracy, rule of law, respect for others, liberty, tolerance of those with different faiths and beliefs and promotion of 'Britishness'. E-safety is an important aspect of the curriculum to keep pupils safe from radicalisation. Pupils need to understand that radicalisation can be a form of grooming online and understand the notion of propaganda. They need to be taught to be discerning about what they read on the internet as the dangers of speaking to strangers online. Ampney Crucis also seeks to equip parents with the knowledge of how to safeguard their children from radicalisation. Let's talk about it is an excellent website for parents www.ltai.info/ as is www.preventtragedies.co.uk While it remains very rare for school age children to become involved in extremist activity to the point of committing criminal acts, young people can be exposed to extremist influences or prejudiced views, including via the
	internet, from an early age. As with other forms of criminality or risk of harm, early intervention is always preferable. Schools, working with other local partners, families and communities, can help support pupils who may be vulnerable as part of wider safeguarding responsibilities.
Sexting	<ul> <li>http://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/sexting (NSPCC website).</li> <li>Prevention:</li> <li>'So you got naked online' (sexting information leaflet produced for pupils by south west grid for learning) included in the Wellbeing (PSHE/SMSC) curriculum. Also shared with parents.</li> <li>Pupils informed that sexting is illegal but the police have stated that young people should be treated as victims in the first place and not usually face prosecution. The police's priority is those who profit from sexual images of young peoplenot the victims.</li> </ul>
Trafficking	Serious crime which must be reported to Gloucestershire LADO and the Gloucestershire Police. Trafficking can include a young person being moved across the same street to a different address for the purpose of exploitation. It doesn't have to include people, children or young people being moved great distances.
Children who run away (missing persons/missing children)	PC Christina Pfister (Missing persons Coordinator Gloucestershire Police). Tel: 101 (Gloucestershire Police). <i>GSCB Missing Children Protocol</i> http://www.gscb.org.uk: Gloucestershire's protocol on partnership working when children and young people run away and go missing from home or care.
CME (Children missing education)	<ul> <li>Anyone concerned that a child is missing education (CME) can make a referral to the Education Entitlement and Inclusion team (EEI) at Gloucestershire County Council. Tel: 01452 426960/427360.</li> <li>Children Missing Education (CME) refers to 'any child of compulsory school age who is not registered at any formally approved education activity e.g. school, alternative provision, elective home education, and has been out of education provision for at least 4 weeks'.</li> <li>CME also includes those children who are missing (family whereabouts unknown), and are usually children who are registered on a school roll / alternative provision. This might be a child who is not at their last known address and either: has not taken up an allocated school place as expected, or has 10 or more days of continuous absence from school without explanation, or left school suddenly and the destination is unknown. It is the responsibility of the Education Entitlement and Inclusion team, on behalf of the Local</li> </ul>

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	Authority (LA), to: Collate information on all reported cases of CME of statutory school aged children in Gloucestershire maintained schools, academies, free schools, alternative provision academies and Alternative Provision Schools (APS). The EEI Team will also liaise with partner agencies and other LAs and schools across Britain to track pupils who may be missing education and ensure each child missing education is offered full time education within 2 weeks of the date the LA was informed.
UPSKIRTING	Upskirting is a criminal offence which typically involves taking a picture under a person's clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification, or cause the victim humiliation, distress or alarm.