

The checklist is for the school staff member and student to complete together.

You can use this form to record your discussions and any actions that you have taken/are going to take.

This checklist does not replace your school safeguarding procedures.

If you have immediate concerns about the welfare of a student then follow your school safeguarding procedure.

The MASH team will already be aware of the incident. They will support the family and manage the risk accordingly. However if the student discloses any new information then MASH must be made aware.

Please see the accompanying notes for guidance on each checklist point.

Checklist

Notes

What has been done and when?
Are there any other actions that need to be taken?
(if so by whom and when)

Completed

<p>1. Speak to the student as soon as possible on a 1:1 basis</p>		
<p>2. Does the student have everything they need for today?</p>		
<p>3. Create opportunity for the student to talk</p>		
<p>4. Help the student to think about staying safe</p>		
<p>5. Plan for any other actions that can be taken to support the student today and in the future</p>		

Checklist guidance notes for staff

1. Speak to the student as soon as possible on a 1:1 basis

- Think about the best staff member for this task. Is there someone that the student will feel most comfortable with? Or who has worked with the student around previous incidents?
- Ideally meet the student as soon as they arrive at school
- Find a safe space where the student feels comfortable and you will not be disturbed
- See the child 1:1- not with siblings. Siblings may have very different experiences/interpretations of the incident. Siblings may not feel free to talk in each other's company.
- Establish what the child is or is not aware of. If the child is not aware of the specific incident then you do not need to tell them about it -but Remember- Even if evidence from Police, the family and the child suggests that the child is not specifically aware of the incident, they will still be affected by it.
- Make the student aware that you know about the incident/that there are problems at home and acknowledge how hard/scary/stressful this may be for them. Although this may feel a little uncomfortable, talking about Domestic Abuse is a lot less scary than NOT talking about it.

2. Check that the student has their basic needs met and is as ready to learn as possible

- Think about -
- Have they had any sleep?
 - Breakfast and food for the rest of the day
 - Personal hygiene
 - Correct uniform
 - Have they been able to do their homework?
 - School books and Equipment for the day
 - Bus pass/money
 - Keys to get in at home
 - Mobile phone

3. Create opportunity for the student to talk

It is important to give the student the opportunity to talk about the incident if they want to.

Be aware that the student may not wish to talk about the incident and do not force the discussion.

It may be too upsetting for them to relive the incident.

They may have been warned not to talk about it.

However it is still helpful to instigate discussions around resilience, coping and keeping safe in more general terms.

You may simply start by asking "Is there anything that you want to talk about?" However if the young person is not forthcoming then you may wish to use the accompanying resource pack, which contains a variety of 'Conversation starter' activities.

Themes covered in the resource pack are;

- Feelings- (e.g. Identifying and talking about feelings)
- Resilience – (e.g. Coping strategies, relaxation)
- Relationships- (e.g. What is domestic abuse? Healthy and unhealthy relationships)

It is up to you to choose which resources are most appropriate and relevant. You may wish to print off a few different resources and involve the student in choosing which to complete. The resources are designed to be very simple and need very little/no preparation.

The main aim of the resources is to open dialogue between you and the young person. You do not need to focus on actually completing any worksheets.

If the student does not want to engage at all then ensure that they know how to contact you if they change their mind. Also ask them if there is another staff member that they would prefer to talk to instead of you.

4. Help the student to think about staying safe

The MASH team are aware of the Domestic Abuse incident. They will be managing the risk and safety planning with the family accordingly.

You can complement their work by helping the student to consider potential dangers and how to try to stay safe.

You will find resources in the resource pack to support you in doing this, including key points to consider.

If for any reason you are unable to do any other safety planning work with the student then as minimum ensure that the student knows who to contact in an emergency or when they feel unsafe.

5. Plan for any other actions that can be taken to support the student today and in the future

Plan for today-

- What should the student do if they feel upset in lesson time? Break times?
- Is the student worrying about someone at home? – Do they want to ring them up at break times?
- What will they tell their friends and peers?
- Are there any other staff members who need to be told?- Reassure the student that any staff who do need to know about the incident are bound by confidentiality and will not necessarily have to know specific details.

Plan for the future- can you arrange...

- Counselling in school?
- Future sessions with yourself to complete more activities from the resource pack?
- Referral to specialist services?

Local support services

Lancashire Victim Services

Support for Victims of Domestic Abuse across Lancashire

www.lancashirevictimservices.org

Tel. 0300 323 0085

Nest Lancashire

Offers support for young people aged 5 to 18 who have been affected by crime or subjected to bullying, threats or harassment (inc Domestic Abuse)

www.nestlancashire.org

Tel: 0300 111 0323

Email: info@nestlancashire.org

The WISH Centre

Offers various services for victims and perpetrators of Domestic Abuse, with specific support for children and young people who have been affected by Domestic Abuse and live or attend school in Blackburn with Darwen Area.

www.bddwa.org

Tel :01254 55111

Email: info@bddwa.org.uk

Empowerment

Advocacy service with specific Children's Independent Domestic Violence Advisors covering Blackpool, Fylde & Wyre area

www.empowermentcharity.org.uk

Tel. 0300 32 32 100

Fylde Coast Women's Aid

Offers services for adults, children and young people who have been affected by Domestic Abuse in the Fylde coast area

www.fcwa.co.uk

Tel. 01253 596699

Liberty Centre

Offers various services for adults, children and young people who have been affected by Domestic Abuse in the West Lancashire area

www.dvsswl.org.uk

Tel. 01695 50600

Pendle Action in the community / Pendle Domestic Violence Initiative

Offers various services for adults, children and young people who have been affected by Domestic Abuse in the Pendle area

www.pdvi.org.uk

01282 726000

Safe net

Offers support around Domestic Abuse across Lancashire

www.safenet.org.uk

0300 3033 581

Harv

Domestic abuse service in Hyndburn and the Ribble Valley

www.harvoutreach.org.uk

01254 879855