

# Student Services at The East Manchester Academy

## Roles & Responsibilities

### Student Services

- Progress, safety, health and wellbeing of all students at The East Manchester Academy.
- Synergy – a weekly meeting for meeting the needs of vulnerable students.
- Early identification of needs.
- Support and intervention.
- Early Help.
- Multi Agency Working.

### Form Tutors

- Personal coaching sessions.
- Support with strategies for learning and progress.
- Identifying concerns and reporting without delay.

### All Staff

- Awareness of indicators and risks.
- Meeting the needs of all learners.
- Safety and wellbeing of all students.
- Identifying concerns and reporting without delay.

Childline  
 CEOP (Child Exploitation and Online Protection)  
 Substance misuse support  
 Thinkunow  
 Samaritans  
 Sexual health  
 Young suicide  
 Manchester Safeguarding Children Board  
 Manchester Designated Officer (formerly the Local Authority Designated Officer)

[www.childline.org.uk](http://www.childline.org.uk)  
[www.ceop.police.uk](http://www.ceop.police.uk)  
[www.talktofrank.com](http://www.talktofrank.com)  
[www.thinkunow.co.uk](http://www.thinkunow.co.uk)  
[www.samaritans.org.uk](http://www.samaritans.org.uk)  
[www.brook.org.uk](http://www.brook.org.uk)  
<https://papyrus-uk.org/>  
[www.manchestersafeguardingboards.co.uk](http://www.manchestersafeguardingboards.co.uk)  
 0161 234 1214  
[quality.assurance@manchester.gcsx.gov.uk](mailto:quality.assurance@manchester.gcsx.gov.uk)

## Who is who?



# Supporting students at The East Manchester Academy

## Who do I go to if I have any concerns?

### Student Services

- Progress, safety, health and wellbeing of all students at The East Manchester Academy.
- Support with behaviour and attendance.
- Tell a member of the Student Services Team if you are worried for yourself or another student.

### Form Tutors

- Personal coaching sessions.
- Support with strategies for learning and progress.
- Tell your Form Tutor if you have any concerns or worries.

### All Staff

- Let a member of staff know immediately if you are concerned about your safety and welfare or the safety and welfare of other students.
- Tell a member of staff if you are worried about something.
- Tell a member of staff if you are bullied or see another student being bullied, including online.
- You can also report things via Frog or the Anti-bullying Ambassadors.

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[www.samaritans.org.uk](http://www.samaritans.org.uk)  
[www.brook.org.uk](http://www.brook.org.uk)  
<https://papyrus-uk.org/>  
[www.manchestersafeguardingboards.co.uk](http://www.manchestersafeguardingboards.co.uk)  
 0161 234 1214  
[quality.assurance@manchester.gcsx.gov.uk](mailto:quality.assurance@manchester.gcsx.gov.uk)

## Who is who?



Deputy Headteacher & Designated Safeguarding Lead Mr Goddard  
d.goddard@temac.co.uk



Student Services  
Director of Year e.g. Mr Moroney  
j.Moroney@temac.co.uk



Assistant Headteacher Student Support & Community Partnerships  
Miss Lonsdale

# Supporting students at The East Manchester Academy

## Who do I go to if I have any concerns?



*Just in case.....*

In an emergency call 999 immediately

'Thoughts and Worries' is an anonymous and confidential service which allows students, families and members of the public to voice any concerns they may have about issues like bullying, drugs, anti-social behaviour, weapons and hate crime at our school or in our local community.

Our aim is to enable us all to work together to make our learning community a safer place.

**Don't allow members of our learning community to suffer in silence...make a report. This is a way to stop YOU or a FRIEND or SOMEONE you have seen SUFFERING from coming to further harm.**

Simply visit the site - <https://www.theeastmanchesteracademy.co.uk/general/thoughts-and-worries> and report your concern or worry. You can also use it as a way to have your voice heard. The link is to the left hand side of our school's website homepage between the ParentPay and the CEOP links.

 **ParentPay**  
Online payments for school lunches, trips and The Shop

 **Thoughts and Worries**  
Worried about a student/family from TEMA or something in the local community? Have your say

 **Report Online Abuse**  
Report online abuse to the CEOP (Child Exploitation and Online Protection command)

 **Report Hate Crime**  
Report hate crime to the police via the True Vision website

# Student Services at The East Manchester Academy

## Roles & Responsibilities

### Who is who?



Academy Headteacher  
Ms Bowen



Deputy Headteacher & Designated Safeguarding Lead Mr Goddard



Student Services Attendance & Safeguarding Lead Mrs Toke



Student Services Safeguarding & Family Liaison Miss Buckley



Student Services Safeguarding & Family Liaison Miss Marsden

The Safeguarding & Family Liaison Officers at The East Manchester Academy are Miss Rebecca Marsden & Miss Amanda Buckley, the Safeguarding & Attendance Lead is Sue Toke and the Designated Safeguarding Lead is David Goddard. If the Designated Safeguarding Lead is absent staff should contact the Headteacher – Jackie Bowen. The absence of a member of the Safeguarding Team or the Designated Safeguarding Lead should not be a reason for a referral to be delayed or not made, as this may endanger the student.

Multi-Agency Safeguarding Hub (MASH) Helpline:  
Early Help Hubs:

National Society for the Prevention of Cruelty to Children (NSPCC)  
Local Authority (LA) Safeguarding in Education Team  
The NSPCC Whistleblowing Helpline  
Manchester Safeguarding Children Board  
Manchester Designated Officer (formerly the Local Authority Designated Officer)

Executive Headteacher  
Chair of IMB  
Chair of Trust Board

0161 219 2895  
North 0161 234 1973  
Central 0161 234 1975  
South 0161 234 1977  
0808 800 5000  
0161 245 7171  
0800 028 0285  
[www.manchestersafeguardingboards.co.uk](http://www.manchestersafeguardingboards.co.uk)  
0161 234 1214  
[quality.assurance@manchester.gcsx.gov.uk](mailto:quality.assurance@manchester.gcsx.gov.uk)  
[d.owen@temac.co.uk](mailto:d.owen@temac.co.uk)  
c/o [f.osullivan@temac.co.uk](mailto:f.osullivan@temac.co.uk)  
c/o [CTebb@levenshulmehigh.co.uk](mailto:CTebb@levenshulmehigh.co.uk)



# The East Manchester Academy



is a member of

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✉ [admin@temac.co.uk](mailto:admin@temac.co.uk)

✉ [d.goddard@temac.co.uk](mailto:d.goddard@temac.co.uk)



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60 Grey Mare Lane  
Beswick  
East Manchester  
M11 3DS  
[Location Map](#)



Levenshulme  
HIGH SCHOOL

**To educate, inspire and empower young people to be the next generation of leaders.**