



# Child Protection Policy

**Written by:** Personal Committee

**Ratified:** Spring 2017

**To be reviewed:** Annually

**Next Review:** Spring 2018

## **1.0 Introduction**

- 1.1 The governors and staff of St. Margaret's Church of England Primary School fully recognise the contribution it makes to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our children from harm.
- 1.2 All staff and Governors believe that our school should provide a caring, positive, safe and stimulating environment which promotes the social, physical and moral development of the individual child/young person.
- 1.3 The aims of this policy are:
  - 1.3.1 To support the child's/young person's development in ways that will foster security, confidence and independence
  - 1.3.2 To raise the awareness of both teaching and non-teaching staff of the need to safeguard children/young people and of their responsibilities in identifying and reporting possible cases of abuse and of children in need.
  - 1.3.3 To provide a systematic means of monitoring children known or thought to be at risk of harm.
  - 1.3.4 To emphasise the need for good levels of communication between all members of staff.
  - 1.3.5 To develop a structured procedure within the school which will be followed by all members of the school community in cases of suspected abuse.
  - 1.3.6 To develop and promote effective working relationships with other agencies, especially Social Services and the Police.
  - 1.3.7 To ensure that all adults within our school who have access to children have been checked as to their suitability.

## **2.0 Procedures**

- 2.1 Our school procedures for safeguarding children will be in line with the London Child Protection Procedures (endorsed by the Area Child Protection Committee (ACPC))

We will ensure that:

- 2.1.1 We have a designated senior member of staff (Mrs Ejvet, the Child Protection Co-ordinator) who undertakes regular inter-agency training and refresher training every 2 years.
- 2.1.2 We have a member of staff who will act in the designated person's absence (Mrs Moey, HOS or Miss Coady DH , the Deputy Child Protection Co-ordinators) and undertake appropriate training
- 2.1.3 All members of staff develop their understanding of the signs and indicators of abuse and have training at least every 3 years.
- 2.1.4 All members of staff know how to respond to a child who discloses abuse.

- 2.1.5 All parents/carers are made aware of the responsibilities of staff members with regard to child protection procedures and the policy is made available to them.
- 2.2 Our policy and procedures will be reviewed annually and up-dated.
- 2.3 All new members of staff will be given a copy of our child protection procedures as part of their induction into the school.

### **3.0 Responsibilities**

- 3.1 The designated senior member of staff (CPC) is responsible for:
  - 3.1.1 Adhering to the London Child Protection Procedures and school procedures with regard to referring a child if there are concerns about possible abuse or child in need.
  - 3.1.2 Keeping written records of concerns about a child even if there is no need to make an immediate referral.
  - 3.1.3 Ensuring that all such records are kept confidentially and securely and are separate from pupil records.
  - 3.1.4 Ensuring that an indication of further record-keeping is marked on the pupil records.
  - 3.1.5 Ensuring that any pupil currently on the child protection register who is absent without explanation for two days is referred to Social Services.

### **4.0 Supporting Children**

- 4.1.1 We recognise that a child who is abused or witnesses domestic violence/abuse may find it difficult to develop and maintain a sense of self worth. We recognise that a child in these circumstances may feel helpless and humiliated. We recognise that a child may feel self blame.
- 4.2. We recognise that the school may provide the only stability in the lives of children who have been abused or who are at risk of harm.
- 4.3. We accept that research shows that the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.
- 4.4. Our school will support all children by:
  - 4.4.1 Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying
  - 4.4.2 Promoting a caring, safe and positive environment within the school.
  - 4.4.3 Liaising and working together with all other support services and those agencies involved in the safeguarding of children
  - 4.4.4 Notifying Social Services as soon as there is a significant concern.

- 4.4.5 Providing continuing support to a child about whom there have been concerns who leaves the school by ensuring that their child protection record is forwarded, under confidential cover, to the child's new school as soon as possible. (Copy retained).

## **5.0 Confidentiality**

- 5.1 We recognise that all matters relating to Child Protection are confidential.
- 5.2 The Headteacher or designated senior member of staff (CPC) will disclose any information about a child/young person to other members of staff on a need to know basis.
- 5.3 All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- 5.4 All staff must be aware that they cannot promise a child to keep secrets.

## **6.0 Supporting Staff**

- 6.1 We recognise that staff working in the school who have become involved with a child who has suffered harm, or appears to be likely to suffer harm, may find the situation stressful and upsetting.
- 6.2 We will support such staff by providing an opportunity to talk through their anxieties with the designated senior member of staff (CPC) and to seek further support as appropriate.

## **7.0 Allegations against staff**

- 7.1 We understand that a child may make an allegation against a member of staff.
- 7.2 If such an allegation is made, the member of staff receiving the allegation will immediately inform the headteacher.
- 7.3 The headteacher on all such occasions will discuss the content of the allegation with the LA Lead Officer for Child Protection.
- 7.4 If the allegation made to a member of staff concerns the Headteacher, the designated teacher will immediately inform the Chair of Governors who will consult with the LAs Lead Officer for Child Protection.
- 7.5 The school will follow the LA procedures for managing allegations against staff, a copy of which will be readily available in the school.

## **8.0 Whistleblowing**

- 8.1 We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.
- 8.2 All staff should be aware of their duty to raise concerns, where they exist, about the attitude or actions of colleagues.

## **9.0 Physical Intervention**

- 9.1 Our policy on physical intervention/positive handling by staff is set out in our Physical Restraint Policy and acknowledges that staff must only ever use physical intervention as a last resort, and that at all times it must be the minimal force necessary to prevent injury to another person.
- 9.2 We understand that physical intervention of a nature which causes injury or distress to a child may be considered under child protection or disciplinary procedures.

## **10.0 Bullying**

- 10.1 Our policy on bullying is set out in a separate policy and acknowledges that to allow or condone bullying may lead to consideration under child protection procedures.

## **11.0 Racist Incidents**

- 11.1 Our policy on racist incidents is set out in a separate policy and acknowledges that repeated racist incidents or a single serious incident may lead to consideration under child protection procedures.

## **12.0 Prevention**

- 12.1 We recognise that the school plays a significant part in the prevention of harm to our children/young people by providing children/young people with good lines of communication with trusted adults, supportive friends and an ethos of protection.
- 12.2 The school community will therefore:
  - 12.2.1 Establish and maintain an ethos where children/young people feel secure and are encouraged to talk and are always listened to.
  - 12.2.2 Ensure that all children/young people know there is an adult in the school whom they can approach if they are worried or in difficulty.
  - 12.2.3 Include in the curriculum opportunities for PSHE&C which equip children/young people with the skills they need to stay safe from harm and to know to whom they should turn for help.

### **13.0 Health & Safety**

- 13.1 Our Health & Safety policy, set out in a separate document, reflects the consideration we give to the protection of our children/young people both within the school environment and when away from the school when undertaking school trips and visits.

### **14.0 Appointment of Staff**

- 14.1 Our safe recruitment policy, set out in a separate document, acknowledges our responsibility for protecting children from unsuitable people through safe recruitment practices.