

Child Protection Policy

This school is committed to safeguarding and promoting the welfare of children and young people and expects all members of school community to share this commitment.

Introduction

- This policy has been developed in accordance with the principles established by the Children Acts 1989 and 2004; the Education Act 2002, and in line with government publications: “Working Together to Safeguard Children” 2006, “Framework for the Assessment of Children in Need and their Families” 2000, “What to do if You are Worried a Child is Being Abused” 2003. The guidance reflects “Safeguarding Children and Safer Recruitment in Education” DfES Jan 2007, and Surrey Safeguarding Children Board SSCB (formerly the Surrey Area Child Protection Committee), Child Protection Procedures.
- The Governing body takes seriously its responsibility under section 1751 of the Education Act 2002 to safeguard and promote the welfare of children; and to work together with other agencies to ensure adequate arrangements within our school to identify, assess, and support those children who are suffering harm.
- GB recognises that all adults, including temporary staff, volunteers and governors, have a full and active part to play in protecting our pupils from harm, and that the child’s welfare is our paramount concern.
- All staff believes that our school should provide a caring, positive safe and stimulating environment that promotes the social, physical and moral development of the individual child.

Aims:

- To support the child’s development in ways that will foster security, confidence and independence.
- To provide an environment in which children and young people feel safe, secure, valued and respected, and feel confident, and know how to, approach adults if they are in difficulties, believing they will be effectively listened to.
- To raise the awareness of all teaching and non-teaching staff of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse.
- To provide a systematic means of monitoring children known or suspected harm, and ensure we, the school, contribute to assessments of need and support packages for those children.
- To emphasise the need for good levels of communication between all members of staff.
- To develop a structured procedure within the school which will be followed by all members of the school community in cases of suspected abuse.
- To develop and promote effective working relationships with other agencies, especially the Police and Social Care.
- To ensure that all staff working within our school who have substantial access to children have been checked as to their suitability.

Responsibilities

GB will ensure that:

- All members of the governing body understand and fulfil their responsibilities.
- The member of staff is designated as our Child Protection Liaison Officer, and a deputy, both of whom have received training and it's kept up to date.
- All members of staff are aware of who the CPLO is so that they know who to discuss a concern with.
- The CPLO is fully updated with regards to child protection awareness training to maintain her understanding of the signs and indicators of abuse.
- All members of staff, volunteers, and governors know how to respond to a pupil who discloses abuse through regular updates from CPLO.
- All parents/carers are made aware of the responsibilities of staff members with regard to child protection procedures through publication of the schools' Child Protection Policy on the school's website.
- The procedures will be regularly reviewed and up-dated.
- The name of the Designated member of staff for Child Protection is included on staff responsibility lists.
- All new members of staff will be informed of the Child Protection Officer and school procedures regarding child protection.

CPLO Responsibilities

The designated teacher, CPLO is responsible for:

- Referring a child if there are concerns about possible abuse, to the Contact Centre Children's Team, and acting as a focal point for staff to discuss concerns. Referrals should be made in writing, using appropriate forms.
- Keeping a dedicated register with written records of concerns about a child even if there is no need to make an immediate referral.
- Ensuring that all such records are kept confidentially and securely and are separate from pupil records.
- Ensuring that an indication of further record keeping is marked on the pupil records.
- Liaising with other agencies and professionals.
- Ensuring that the CPLO attends case conferences, core groups, or other multi-agency planning meetings, contributes to assessments, and provides a report which has been shared with the parents if needed.
- Ensuring that any pupil currently on the child protection register who is absent without explanation for two days is referred to their key worker's Social Care Team.
- Providing an annual report for the governing body, detailing any changes to the policy and procedures; training undertaken by the CPO, and by all staff and governors; number and type of incidents/cases, and number of children on the child protection register (anonymised).

Supporting Children

- The school recognises that a child who is abused or witnesses violence may feel helpless and humiliated, may blame themselves, and find it difficult to develop and maintain a sense of self worth.
- The school accepts 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.

Staff Responsibilities:

Our school will support all pupils by:

- Recognising that a child who is abused or witnesses violence may feel helpless and humiliated, may blame themselves, and find it difficult to develop and maintain a sense of self worth.
- 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.
- Encouraging self-esteem and self-assertiveness, through our relationships, whilst not condoning aggression or bullying.
- Promoting a caring, safe and positive environment within the school. Liaising and working together with all other support services and those agencies involved in the safeguarding of children.
- Notifying Social Care as soon as there is a significant concern.

Confidentiality

- All matters relating to child protection are confidential.
- The Headteacher or CPO will disclose any information about a pupil to other members of staff on a need to know basis only.
- All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- All staff must be aware that they cannot promise a child to keep secrets which might compromise the child's safety or wellbeing.
- Always undertake to share the intention to refer a child to Social Care with their parents /carers unless to do so could put the child at greater risk of harm, or impede a criminal investigation. If in doubt, consult with an Assistant Team Manager at the Contact Centre Children's Team on this point.

Supporting Staff

- Recognising 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.
- Support such staff by providing an opportunity to talk through their anxieties with the CPO and to seek further support as appropriate.

Allegations against staff

- All school staff should take care not to place themselves in a vulnerable position with a child. It is always advisable for interviews or work with individual children or parents to be conducted in view of other adults.
- Guidance about conduct and safe practice will be discussed at staff meetings regularly.
- If an allegation is made against staff or information is received which suggests that a person may be unsuitable to work with children, the member of staff receiving the allegation or aware of the information, will immediately inform the Headteacher.
- The Headteacher on all such occasions will discuss the content of the allegation with the Allegations Manager (Schools and Education Services) for independent schools and other local authority education services.).
- If the allegation made to a member of staff concerns the Headteacher, the person receiving the allegation will immediately inform the Chair of Governors who will consult the GB.
- GB will be responsible for deciding what to do about the allegations against the staff member or the Head teacher and have a procedure for managing the suspension of a contract.

Physical Intervention

- The school acknowledges that staff must only ever use physical intervention as a last resort, when a child is endangering him/herself or others, and that at all times it must be the minimal force necessary to prevent injury to another person.
- Such events should be recorded and signed by a witness.
- Physical intervention of a nature which causes injury or distress to a child may be considered under child protection or disciplinary procedures.

Prevention

- All staff are encouraged to build a strong relationship with pupils so that they feel that the lines of communication are open and think of them as trusted adults.
- Work to establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to.
- Ensure that all children know there is an adult in the school whom they can approach if they are worried or in difficulty.

Health & Safety

Health & Safety policy, set out in a separate document, covers the protection of our children both physically within the school environment, and for example in relation to internet use, and when away from the school when undertaking school trips and visits.

Current CPLO – **Riffat Salman** – Teacher

Agreed at the Governing Body Meeting on: **6 June 2015**