

Greatham Church of England Primary School

Child Protection Policy

The School and Governing Body recognise their responsibilities for safe guarding and promoting the welfare of all children.

At Greatham Church of England Primary School we will ensure there is:

- effective management of knowledge of or suspicion of significant harm or likely significant harm, to children and that we
- contribute to safeguarding children by helping our pupils to acquire the relevant information, skills and attitudes both to resist abuse in their own lives and to prepare them for the responsibilities of their adult lives.

Aims of this policy

In particular, we aim:

- to develop in children self-discipline, self-motivation, independence and confidence;
- to encourage in children caring attitudes, thoughtfulness, respect and understanding for others within a safe, caring, happy and well-ordered environment;
- to develop an ethos where children are valued, respected, listened to and taken seriously;
- to support children including any who are at particular risk or have disclosed abuse;
- to recognise signs and symptoms of suspected abuse;
- to have clear procedures and lines of communications concerning suspicions and concerns about individual children;
- to monitor children at risk.

To ensure the school's contribution to safeguarding children, we aim for:

- good links with parents, carers and other professionals working within our area;
- a curriculum that offers opportunities to discuss emotions, relationships, good and bad secrets, bullying, assertiveness;
- respect for the child's colour, gender, race, creed and ability.

Review and report to Governors

The policy will be reviewed and updated on an annual basis and the designated governor will provide an annual report to the governing body.

Designated Roles

- Mrs Nicola Dunn [Head teacher], Mr Michael Piper, the Deputy Head Teacher are the designated Child Protection Teachers. The nominated Governors for Child Protection/Safeguarding is Mr Philip Bentham and Father Michael Unwin.
- the staff concerned will ensure training is kept up to date on a two yearly basis through training provided by the LA.
- the LA are informed of any changes to the designated teacher or nominated governor.

- a copy of the Child Protection Policy and Procedures is included in the Safeguarding handbook given to new members of staff, students, and volunteers.

Information

All staff are made aware of who the Designated members of staff are. The school regularly informs parents of support available within the community through regular newsletters, leaflets, the school notice board etc.

The following documents and guidelines are shared with staff and referred to as part of our safeguarding principles and practice

- “Keeping Children Safe In Education” [statutory guidance for schools and colleges, September 2016]
- “What To Do If You’re Worried A Child Is Being Abused” [Every Child Matters, HM Gov]
- “Working Together To Safeguard Children” [HM Gov]
- “Safeguarding Children And Safer Recruitment in Education” [HM Gov]
- “Hartlepool Local Safeguarding Children Board Child Protection Procedures”
- “Information Sharing: Guidance For Practitioners And Managers”
- “Common Assessment Framework And Safer Referral Tools”
- Teeswide Safeguarding Children Board Procedures website
- “Keeping Children Safe [Child Safeguarding Standards]”
- Mental Health and Behaviour in schools [Departmental advice for school staff] - DFE March 2015
- Promoting children and young people’s emotional health and well-being – A whole school and college approach - Public Health England [March 2015]
- Teacher guidance: Preparing to teach about mental health and emotional well-being DFE March 2015

Training within school

- dissemination of training on Child Protection issues will be carried out by the designated Child Protection Officers and needs the involvement of both teaching and support staff. All new staff will be given a copy of the Child Protection policy. Staff should feel confident about Child protection procedures.
- staff will be aware that there will be occasions when they will be required to monitor particular pupils with regard to Child Protection concerns.
- the Head Teacher will ensure that members of staff attending a Child Protection case conference are fully briefed about procedures, and cover arrangements are in place. Also that the school provides a written report to Children’s Social Care, prior to the meeting.

Support

The Designated Teachers and Officer will:

- offer support to staff who have concerns about the welfare of a child, have handled a disclosure, attended a Child Protection case conference, or given evidence in court
- co-ordinate support within the school for the child **during** and **after** a referral has been made to Children’s Social Care.

Liaison

The Designated Teachers and Officer will:

- liaise with other agencies, especially the Children's Social Services Department and the Police, through the local Child Protection Forum
- ensure the assigned school Nurse, and the Social Worker [Schools] know the identity of the Child

Protection Co-ordinator and have a copy of the Child Protection Policy

- involve other agencies, whenever appropriate, in joint training and support.

Transfer of Records

- non-specific concerns will be noted by the class teacher in the Concerns File which is kept in the HT secure cupboard to ensure a full ongoing record is maintained. These may be referred to when a more specific concern arises
- records of Child Protection case conferences and other sensitive information is retained in confidential files which are locked securely in the HT cupboard.
- during the academic year 2015-2016, all safeguarding and child protection information is to be stored on CPOMS, a secure electronic system which is accessed at the present time only by the designated teachers and officer
- information about any child is disseminated only on a 'need to know' basis, bearing in mind the importance of confidentiality
- all sharing of information is recorded by the designated Teachers and Officer
- the Designated Teachers will pass on records when a child, who is on the Child Protection Register, leaves for another school
- should a child transfer from one school to another within the County whilst the child's name is on the Child Protection Register, the records will be transferred, and direct liaison will take place between the Child Protection Co-ordinators involved, in discussion with the relevant Social Worker.
- if the child is transferred to a school out of the County, all records will be passed to the receiving authority, again in discussion with the relevant Social Worker.
- the school follows the guidance provided by the LA regarding children who move school or disappear.

Evaluation

The Designated Teachers and Officer, in order to evaluate the effectiveness of the School's Child Protection Policy, will monitor particularly:

- the curriculum provision for children
- the effectiveness of the communication between children, staff, parents and other agencies

Curriculum

The curriculum will enhance children's confidence and independence. The school will promote child protection and safeguarding of children through:

- PHSE Programmes;
- Collective Worship

- Behaviour and the Anti-bullying Policy;
- Identifying where these issues can be raised through the National Curriculum
- Circle time;
- Health promotion;
- Sex education;
- staff are given training opportunities whenever possible, in order to develop skills and expertise in this sensitive area.

Children who may be particularly vulnerable

Some children may have an increased risk of abuse. It is important to understand that this increase in risk is due more to societal attitudes and assumptions, and child protection procedures that fail to acknowledge children's diverse circumstances, rather than the individual child's personality, impairment or circumstances. Many factors can contribute to an increase in risk, including prejudice and discrimination, isolation, social exclusion, communication issues and reluctance on the part of some adults to accept that abuse can occur.

To ensure that all of our pupils receive equal protection, we will give special consideration to children who are:

- missing education/missing from education
- disabled or have special educational needs
- young carers
- Looked After Children
- privately fostered children
- affected by domestic abuse
- affected by substance misuse/drug use
- affected by mental health issues including self-harm and eating disorders
- affected by poor parenting
- at risk of Fabricated or Induced Illness
- at risk of gang and youth violence
- asylum seekers
- living away from home
- vulnerable to being bullied, or engaging in bullying including cyber, homophobic, racist etc
- live transient lifestyles
- LGBT [lesbian gay bisexual transgender]
- missing from home or care
- living in chaotic and unsupportive home situations
- vulnerable to discrimination and maltreatment on the grounds of race, ethnicity, religion, disability or sexuality
- vulnerable to extremism or radicalisation
- vulnerable to faith abuse
- involved directly or indirectly in child sexual exploitation CSE or trafficking
- do not have English as a first language
- at risk of female genital mutilation [FGM].
- at risk of forced marriage
- Missing Children

- a child going missing from education, which includes within the school day, is a potential indicator of abuse and neglect, including sexual exploitation. Unauthorised absences will be monitored and followed up in line with procedures, particularly where children go missing on repeated occasions.

All staff will be aware of the signs of risk and individual triggers including FGM and forced marriage

- all pupils will be placed on admission and attendance registers as required by law
- we will inform the local authority of any child removed from our admission register.

We will inform the local authority of any pupil who fails to attend for a continuous period of 10 days or more in line with Hartlepool procedures

Child Sexual Exploitation CSE

- CSE is the coercion or manipulation of children and young people into taking part in sexual activities. It is a form of sexual abuse involving an exchange of some form of payment which can include money, mobile phones and other items, drugs, alcohol, a place to stay “protection or affection”. The vulnerability of the young person and grooming process employed by perpetrators renders them powerless to recognise the exploitative nature of relationships and unable to give informed consent.

Female Genital Mutilation [FGM] comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs. It is illegal in the UK and a form of child abuse with long-lasting harmful consequences.

School staff, need to be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM.

Section 5B of the Female Genital Mutilation Act 2003 [as inserted by section 74 of the Serious Crime Act 2015] places a statutory duty upon **teachers to report to the police** where they discover [either through disclosure by the victim or visual evidence] that FGM appears to have been carried out on a girl under 18. **Those failing to report such cases will face disciplinary sanctions.**

Prevent awareness and training

- we will help support pupils who may be vulnerable to such influences as part of our wider safeguarding responsibilities and where we believe a pupil is being directly influenced by extremist materials or influences we will ensure that pupil is offered mentoring. In such instances our school will seek external support from the Local Authority and/or local partnership structures working to prevent extremism.
- all staff are alert to the fact that whilst Extremism and Radicalisation is broadly a safeguarding issue there may be some instances where a child or children may be at direct risk of harm or neglect. For example; this could be due to a child displaying risky behaviours in terms of the activities they are involved in or the groups they are associated with or staff may be aware of information about a child's family that may equally place a child at risk of harm.
- therefore all adults working in Greatham Church of England Primary School [including visiting staff,

volunteers and students on placement] are required to report instances where they believe a child may be at risk of harm or neglect to the Headteacher, Mrs Nicola Dunn [Designated CP teacher] or in her absence, Mr Michael Piper, Deputy headteacher [Designated CP teacher], including any harm through extremism or radicalisation.

- all staff school staff and governors receive Prevent training.

Recruitment procedures

The school will ensure that there are safe and effective recruitment and disciplinary policies and procedures. [See school Safer Recruitment policy and Hartlepool LA guidelines].

No one will be allowed to work at the school until the school has received a Hartlepool authority DBS. [Disclosure and Barring Service check]

Allegations against members of staff and volunteers

Allegations against members of staff or volunteers should be referred to the Headteacher who will liaise with relevant agencies and/or the Chair of governors and nominated governor for Child Protection as appropriate. All staff are familiar with the School's Confidential Reporting Policy.

Allegations against the Headteacher would be referred to the Chair of Governors in the first instance who would then liaise with relevant agencies and follow LA/Diocese guidance.

Guidance to staff in child protection procedures

If you have a concern that a child has been mistreated, either physically, emotionally or sexually, or by neglect, you must:

- report the matter to the Designated Child Protection Teachers or Officer
- keep the matter confidential to as few people as need to know
- complete a dated record on the Confidential Pupil concerns sheet (located in the HT Office)

It is not your job to investigate this matter. It will be the duty of those responsible for Child Protection to gather enough information to decide whether or not to contact the Children's Social Care Department.

The Children's Social Care Department and the Police have a statutory duty to investigate cases of suspected abuse. Those who work in the education service have a duty to co-operate with any such investigation. This might involve providing information, monitoring the child or, in some cases, attending a Child Protection Conference.

General Advice

1 Staff and adults are well placed to notice possible signs of abuse in children because of their regular contact.

2 Signs of abuse may be obvious and sudden, for example an injury; or part of a picture over a longer period, perhaps including:

- behaviour which is unusual for the child or its age
- work falling off, or lack of interest
- isolation or introversion

Alternatively you may become concerned when a child tells you about ill-treatment which has happened to him or her, or to a friend, brother or sister, or when an adult claims that a child has been mistreated.

PLEASE REFER TO PREVENT POLICY IF THERE ARE CONCERNS ABOUT RADICALISATION OR EXTREMISM.

In all these cases there are things you should do:

- treat the matter seriously and re-assure the child if necessary
- react to what the child tells you with belief
- make clear that you will probably have to inform others
- tell only those who need to know
- seek advice if in doubt
- keep a careful watch on the child
- keep an accurate record of what you have noticed, what has happened and what you have done
- if a child has made a disclosure to you, tell the child what action you must take

There are things you should not do:

- do not promise to keep the matter secret
- do not contact parents - this is the job of the Children's Social Care Department
- do not interrogate children or ask leading questions
- do not speak with anyone about whom allegations are made, even if the allegations are about a colleague or another adult

Policy Agreed by Governors Summer 2016

Review date Summer 2017

Chair of Governors: