

WARREN PRIMARY SCHOOL

SAFEGUARDING AND CHILD PROTECTION POLICY



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Signed

Chair of Governors

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CHILD PROTECTION POLICY FOR WARREN PRIMARY SCHOOL

1. PURPOSE

Everyone who comes into contact with children and their families has a role to play in safeguarding children. The Children Act 1989, defines a child as anyone who has not yet reached their 18th birthday, even if they are living independently, are a member of the armed forces or is in hospital. School staff are particularly important as they are in a position to identify concerns early and provide help for children, to prevent concerns from escalating. Schools and their staff form part of the wider safeguarding system for children and safeguarding is inherent in our daily work and practice. Schools should work with children and their families in offering support both within school as well as engaging with social care, the police, health and other agencies and services to promote the welfare of children and protect them from harm.

Ofsted adopts the definition of **safeguarding** used in the Children Act 2004 and in the Department for Education and Skills (now DfE) guidance document *Working together to safeguard children*, which focuses on safeguarding and promoting children's and learners' welfare. This can be summarised as:

- protecting children and learners from maltreatment
- preventing impairment of children's and learners' health or development
- ensuring that children and learners are growing up in circumstances consistent with the provision of safe and effective care
- undertaking that role so as to enable those children and learners to have optimum life chances and to enter adulthood successfully.

Child protection is the process of protecting individual children identified as either suffering, or likely to suffer, significant harm as a result of abuse or neglect.

All members of school staff have a responsibility to read and adhere to the document [Keeping Children Safe in Education](#) DfE, September 2016 which should be kept as an appendix to this policy.

2. INTRODUCTION

2.1 Warren Primary School takes seriously its responsibility to protect and safeguard the welfare of children and young people in its care. "The welfare of the child is paramount" (the Children Act 1989).

2.2 Section 175 of the Education Act 2002 places a statutory responsibility on the governing body to have policies and procedures in place that safeguard and promote the welfare of children who are pupils of the school.

2.3 There are three main elements to our Child Protection Policy:

- **Prevention** through the creation of a positive school atmosphere and the teaching, and pastoral support offered to pupils.
- **Protection** by following agreed procedures and ensuring all staff are trained and supported to respond appropriately and sensitively to child protection concerns.
- **Support** to pupils who may have been abused.

2.4 This policy applies to all pupils, staff, parents, governors, volunteers, students and visitors to our school.

2.5 This school recognises it is an agent of referral and not of investigation.

3. SCHOOL POLICY

We recognise that for our pupils, high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps to prevent abuse.

Our school therefore aims to:

- Establish and maintain an environment where pupils feel safe and secure, are encouraged to talk and are listened to.
- Ensure that pupils know that there are adults within the school who they can approach if they are worried or are in difficulty.
- Include in the curriculum activities and opportunities for PHSE, eSafety and other areas which equip pupils with the skills they need to stay safe from abuse and to develop healthy and safe relationships.
- Include in the curriculum material which will help pupils develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills.
- Make parents/carers aware of the school policies and practice for safeguarding and ensure that, wherever possible, every effort will be made to establish open and honest effective working relationships with parents and colleagues from partner agencies.
- Ensure staff are trained to support the safeguarding of all children and know how to deal with any concerns they have, and have the support of colleagues to do so.
- Ensure that its statutory duties with regard to safeguarding are carried out effectively.

4. FRAMEWORK

4.1 Child protection is the responsibility of all adults and especially those working with children. The development of appropriate procedures and the monitoring of good practice are the responsibilities of the Thurrock Local Safeguarding Board.

4.2 In Thurrock, all professionals must work in accordance with the [SET Procedures](#) (Southend, Essex and Thurrock August 2015) in order to safeguard children.

4.3 Our school also works in accordance with [Keeping Children Safe in Education](#) and [Working Together to Safeguard Children 2015](#)

4.4 All staff now have a mandatory duty to report any cases of [FGM](#) to the police.

4.5 All staff are trained to look out for those children who made be vulnerable to radicalisation and have a statutory duty to identify and support them in accordance with [The Prevent duty](#).

5. ROLES AND RESPONSIBILITIES

5.1 All adults working with or on behalf of children have a responsibility to protect them. There are, however, key people within schools and the Local Authority who have specific responsibilities under child protection procedures. The names of those in our school carrying out these responsibilities for the current year are listed on the cover sheet of this document.

5.2 It is the role of the Designated Safeguarding Lead to ensure that all child protection procedures are followed within the school, and to make appropriate, timely referrals to Thurrock Children's Social Care in accordance with SET procedures. If for any reason the Designated Safeguarding Lead is unavailable, a Deputy Designated Safeguarding Lead will act in their absence. Additionally, it is the role of the Designated Safeguarding Lead to ensure all staff employed including temporary staff, volunteers and contractors within the school are aware of the school's child protection procedures, to advise staff and to offer support to those requiring this.

5.3 The Governing Body and school leadership team are responsible for ensuring that the school follows recruitment procedures that help to deter, reject or identify people who might abuse children (*see 'Safer Recruitment' policy for further information*).

5.4 The Designated Governor for Safeguarding ensures there is an effective child protection policy in place and that this is updated annually. Governors must not be given details relating to individual child protection cases or situations to ensure confidentiality is not breached.

5.5 The Headteacher and/or the Designated Safeguarding Lead provide an annual report for the governing body detailing any changes to the policy and procedures; training undertaken by all staff and governors and other relevant issues.

5.6 The Headteacher/Designated Safeguarding Lead and Designated Governor will undertake an annual Safeguarding Audit in line with their responsibilities under section 175 and section 157 of the Education Act 2002.

5.7 The school will publish its Child Protection policy on its school website alongside [Keeping Children safe in Education](#). The policy will be updated at least annually or in line with any statutory requirements. All staff are made aware that they need to read and adhere to this statutory guidance.

5.8 The school will actively promote online safety on its website and signpost stakeholders to information that will help keep to children safe online.

6. PROCEDURES

6.1 All action is taken in accordance with the following guidance;

- Thurrock Local Safeguarding Children Board Guidelines, (The [SET](#) Child Protection Procedures)
- Keeping Children Safe in Education
- Working Together to Safeguard Children
- [Safeguarding Children and Young People From Sexual Exploitation](#)
- [The Prevent Duty](#) – Protecting children from the risk of radicalisation
- [Female Genital Mutilation](#)

6.2 When new staff, volunteers or regular visitors join our school they are informed of the safeguarding arrangements in place. They are directed to read the school's Child Protection policy, told who our Designated Safeguarding Lead (and Deputy) is and is informed how to share concerns with the designated Safeguarding Lead or Deputy. Staff are also directed to read and adhere to the Code of Conduct Policy.

6.3 Staff are kept informed about child protection responsibilities and procedures through induction, briefings and annual training. There may be other adults in the school who rarely work unsupervised, more usually working alongside members of the school staff. However the Headteacher will ensure they are aware of the school's policy and the identity of the Designated Safeguarding Lead and Deputies.

6.4 Any member of staff, volunteer or visitor to the school who receives a disclosure of abuse, an allegation or suspects that abuse may have occurred **must** report it immediately to the Designated Safeguarding Lead or in their absence, the Deputy Designated Safeguarding Lead. In the absence of either of the above, the matter should be brought to the attention of the most senior member of staff. It should be noted that whilst the normal process is to inform the DSL or their deputy, any member of staff or indeed member of the public can refer directly to social care or the police if they feel that a child is otherwise in immediate risk of harm. In this case the DSL should be informed as soon as possible.

6.5 The Designated Safeguarding Lead or the Deputy will immediately refer cases of suspected abuse or allegations to Thurrock Social Care. If this is not possible for any reason and a child is suspected of being at further risk a referral may be made directly to the Police.

6.6 The telephone referral to Thurrock MASH (Multi-agency Safeguarding Hub) must be confirmed in writing within 48 hours. Essential information will include the pupil's name, address, date of birth, family composition, the reason for the referral, whether the child's parents are aware of the referral, the name of person who initially received the disclosure plus any advice given.

6.7 The school will always undertake to share our intention to refer a child to Children's Social Care with the parents or carers, unless to do so could place the child at greater risk of harm or impede a criminal investigation and/or advised not to by other agencies. On these occasions advice will be taken from Thurrock MASH and / or Essex Police.

6.8 If a member of staff continues to have concerns about a child and feels the situation is not being addressed or does not appear to be improving, the staff member concerned should press for re-consideration.

6.9 Safeguarding contact details will be kept prominently displayed in the school to ensure that all staff have unfettered access to safeguarding support.

6.10 The school follows safer recruitment guidelines when recruiting new staff.

7. TRAINING AND SUPPORT

7.1 The Designated Safeguarding Lead (and Deputies) will undergo updated child protection training every two years. The Headteacher, all staff members and governors will undergo annual child protection training which is updated regularly.

7.2 The school will ensure that the Designated Safeguarding Lead (and Deputies) also undertakes training in inter-agency working and other matters as appropriate

7.3 The Headteacher will provide support and supervision to staff involved in child protection issues.

7.4 All staff should have access to advice and guidance on the boundaries of appropriate behaviour and conduct. These matters form part of staff induction and are referred to in the Staff Handbook / Code of Conduct.

8. PROFESSIONAL CONFIDENTIALITY

8.1 Confidentiality is an issue which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. The only purpose of confidentiality in this respect is to benefit the child. A member of staff must never guarantee confidentiality to a pupil nor should they agree with a pupil to keep a secret as, where there is a child protection concern, this must be reported to the Designated Safeguarding Lead and may require further investigation by appropriate authorities.

8.2 Staff will be informed of relevant information in respect of individual cases regarding child protection on a 'need to know basis' only. Any information shared with a member of staff in this way must be held treated confidentially.

9. RECORDS AND MONITORING

9.1 Well-kept records are essential to good child protection practice. Our school is clear about the need to record any concern held about a child or children within our school, the status of such records and when these records should be passed over to other agencies.

9.2 Any member of staff receiving a disclosure of abuse or noticing signs or indicators of abuse, must make an accurate record as soon as possible noting what was said or seen (if appropriate using a body map to record), putting the event in context, and giving the date, time and location. All concerns will be raised and logged securely on the school's electronic safeguarding system "MyConcern" for the attention of the DSL.

9.4 If a pupil transfers from the school, this information will be copied and forwarded to the pupil's new educational setting, marked 'Confidential' and sent by "signed for" and for the attention of the receiving school's Designated Safeguarding Lead. The receiving school will be asked to notify of its receipt.

10. ATTENDANCE AT CHILD PROTECTION CONFERENCES & CORE GROUPS

10.1 It is the responsibility of the Designated Safeguarding Lead to ensure that the school is represented at and that a report is submitted to any child protection conference called for children on the school roll or

previously known to them. Whoever attends should be fully briefed on any issues or concerns the school has and be prepared to contribute to the discussions at the conference.

10.2 If a child is made subject to a Child Protection Plan, it is the responsibility of the Designated Safeguarding Lead to ensure the child is monitored regarding their school attendance, welfare and presentation. If the school are part of the core group then the Designated Safeguarding Lead should ensure that the school is represented and contributes to the plan at these meetings; that there is a record of attendance and issues discussed. All concerns about the child protection plan and / or the child's welfare should be discussed and recorded at the core group meeting unless the child is at further risk of significant harm. In this case the Designated Safeguarding Lead must inform the child's key worker immediately and then record that they have done so and the actions agreed.

11. SUPPORTING PUPILS AT RISK

11.1 Our school recognises that children who are abused or who witness violence may find it difficult to develop a sense of self-worth or view the world as a positive place.

11.2 Our school may be the only stable, secure and safe element in the lives of children at risk. Nevertheless, whilst at school their behaviour may still be challenging and defiant or they may be withdrawn.

11.3 Warren recognises that those children with Special Educational Needs and/or disabilities can face additional safeguarding challenges and that additional barriers can exist when recognising abuse and neglect in this group of children.

11.4 Warren recognises that Looked After Children may be especially vulnerable and staff will be supported in helping to meet their particular needs and to liaise closely with appropriate other agencies including social care, virtual school and the foster family.

11.5 Our school monitors attendance closely in order to identify children who may be at risk from abuse or neglect. Any information regarding a child deemed to be Missing From Education is forwarded onto the local authority.

11.6 Our school will endeavour to support pupils through:

- The curriculum: to encourage our pupils to stay safe in real life and on-line, develop healthy relationships, self-esteem and self-motivation and understand relevant aspects of safeguarding.
- Where appropriate inviting other agencies to further raise pupil awareness of how to keep themselves safe and where and how to seek help if they are worried.
- The school ethos which promotes a positive, supportive and secure environment and which gives all pupils and adults a sense of being respected and valued.
- The implementation of the school's behaviour management policies.
- A consistent approach agreed by all staff which will endeavour to ensure the pupil knows that some behaviour is unacceptable but that s/he is valued.
- Regular liaison with other professionals and agencies who support the pupils and their families.
- A commitment to develop open and honest and supportive relationships with parents, with the child's best interest as paramount
- The development and support of a responsive and knowledgeable staff group, trained to respond appropriately in child protection situations.

- Recognition that children with behavioural difficulties and disabilities are most vulnerable to abuse so staff who work in any capacity with children with profound and multiple disabilities, sensory impairment and / or emotional and behavioural problems will need to be particularly sensitive to signs of abuse.
- Recognition that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support and/or protection.

12. ALLEGATIONS INVOLVING A MEMBER OF STAFF

12.1 It is essential that the high standards of concern and professional responsibility adopted with regard to alleged child abuse by parents are similarly displayed when members of staff are accused of abuse.

12.2 Only authorised agencies may investigate child abuse allegations (Social Care Services, the Police or in some areas, the NSPCC). Whilst it is permissible to ask the child(ren) simple, non-leading questions to ascertain the facts of the allegation, formal interviews and the taking of statements are not.

12.3 The procedure to be followed in the event of an allegation being made against a member of staff is set out in the SET procedures.

12.4 Where an allegation against a member of staff has been made, the Head Teacher or another senior manager will immediately telephone the Local Safeguarding Board. The Local Authority Designated Officer (LADO) will advise on how to proceed and whether the matter requires Police involvement. This will include advice on speaking to pupils and parents/carers.

13 PEER ON PEER ABUSE

All staff should be aware that safeguarding issues can manifest themselves via peer on peer abuse (See [Keeping Children safe in Education](#) 2016) which may include, but may not be limited to, bullying (including cyberbullying), gender based violence/sexual assaults and sexting. Staff should raise any concerns with the DSL.

14. WHISTLEBLOWING

14.1 All staff must be aware of their duty to raise concerns about the attitude or actions of colleagues in line with the schools Code of Conduct / Whistleblowing policy.

14.2 Any staff member can press for re-consideration of a case if they feel a child's situation does not appear to be improving. They must refer their concerns to Social Care or the Police directly if they continue to have concerns for the safety of a child and can also seek advice from the NSPCC Whistleblowing Advice Line on 0800 028 0285 or help@nspcc.org.uk.