

# Greens Norton C of E Primary School



## Policy for Safeguarding Pupils

'In our school everyone can join in with all we offer'

Approved by

Richard Jones, Chair of Governors

Jan Pickering, Head Teacher

## Policy for Safeguarding Pupils

This policy applies to all staff, Governors and volunteers working in the school. We recognise that lunchtime supervisors, administrative staff and volunteers, as well as teachers or peers, could be the first point of disclosure for a child.

### School Philosophy

We 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.

#### 1. Aims of the policy

- a. To support the child's development in ways that foster security, confidence and independence.
- b. To raise the awareness of both teaching and non-teaching staff of the need for Child Protection and their responsibilities in identifying and reporting possible cases of abuse.
- c. To provide a systematic means of monitoring children known or thought to be at risk.
- d. To emphasise the need for good levels of communication between all members of staff. To develop a structured internal procedure to be followed by all members of the school community in cases of suspected abuse.
- e. To promote understanding and build relationships with other agencies in order to work more efficiently.
- f. To check the criminal background of all adults regularly coming into contact with the children.

#### A Definition of Child Abuse

*'Child abuse consists of anything which individuals, institutions or processes do or fail to do which directly or indirectly harms children or damages their prospects of a safe and healthy development into childhood.'*

National Commission of Inquiry into Prevention of Child Abuse 1996

## **2. Prevention**

We recognise that high self-esteem, confidence, supportive friends and good lines of communication with a trusted adult help in safeguarding children. The school will therefore:

- a. Seek to maintain an ethos where children feel secure, are encouraged to talk and are listened to:
- b. Ensure that children know that there are adults in the school whom they can approach if they are worried or in difficulty;
- c. Include in curriculum, opportunities for PSHE which will equip children with the skills they need to:
  - Stay safe from abuse
  - Have confidence to seek help
  - Know where to go for help

## **3. Procedures**

We will follow the procedures set out in the document produced by the Northamptonshire Child Protection Committee's 'Agency Procedures'.

The Governing body will ensure that:

- a. The school has a **designated member of staff** who has undertaken at least a foundation training course provided by the Local Education Authority. Currently the designated member of staff is the Headteacher and in her absence her nominated Deputy.
- b. All members of staff develop an understanding of the signs and indicators of abuse and how to respond to a pupil who may disclose abuse.
- c. Parents have an understanding of the responsibility of the school and staff for Child Protection by including information in the school prospectus.

The Designated Teacher is responsible for:

- a. Adhering to the procedures set out in the Agency Procedures manual and the school staff handbook.

- b. Notify the Education Welfare Officer (currently Mrs Pat Allen) if there is an unexplained absence of a pupil on the Child Protection Register of more than two days.
- c. Keeping written records of concerns about children even where there is no need to make a formal referral to Social Services immediately.
- d. Keeping all records in a secure location.
- e. Indication on pupils' yellow folders if further confidential information is available.

Every member of staff (both teaching and non-teaching) and every Governor are responsible for ensuring that they know:

- The name of the designated person and her/his role.
- That they have an individual responsibility for referring Child Protection concerns to the Head Teacher using the LEA forms for EWO issues.
- Copies of the Agency Procedures are located in the staff room and in the Headteacher's office.

#### **4. Supporting children**

Our school will support all children by:

- a. Encouraging self-esteem and self-assertiveness, whilst never condoning aggression or bullying,
- b. By promoting a school ethos of a caring, positive and safe environment, this promotes the social, physical and moral development of the individual child.
- c. Liaising with other agencies which support the child such as Education Welfare, Social Care and Health, IPS (Inclusion and Pupil Support), the Child and Family Consultation Service and the Northamptonshire Review and Conference Service, Integrated Children's Services.
- d. Keeping records and notifying Social Care and Health as soon as there is significant concern.
- e. Informing the Education Welfare Officer and the receiving Head Teacher when a pupil on the Child Protection Register leaves, forwarding the information, under confidential cover, immediately.
- f. Implementing the anti-bullying policy.
- g. Following a referral staff should remain sensitive to children's emotional needs.

We recognise that the child who is abused or witnesses violence may find it difficult to develop a sense of self worth. They may feel helpless, humiliated and feel that they are in some way to blame.

School may be the only stability in the lives of children at risk.

## **5. Confidentiality**

All matters relating to Child Protection are confidential and the Head Teacher/ Designated Teacher will disclose any such information on a need-to-know basis only. The Headteacher will refer to other agencies to seek advice where appropriate.

Staff, Governors and volunteers do need to be aware, however, that they have a professional responsibility to share information about the protection of children with other agencies.

**Staff cannot keep secrets and must refer** disclosed information to the appropriate agencies. (Northamptonshire, Social Care and Health on 01327 300567, ask for the Duty Social Worker).

Child Protection records are kept securely locked.

A copy of this policy will be placed in the school handbook.

This policy has been reviewed in line with the School Governors Child Protection Handbook (NCC).

Date of Ratification: 11.07.07

Date for next review: July 2008