

ST LUKE'S CE VA PRIMARY SCHOOL

St Luke's - two sites, one vision

'Successful Learners, Confident Individuals, Responsible citizens'

Safeguarding Children (Child Protection) Policy

Bournemouth Safeguarding Statement

Bournemouth Borough Council, its schools and further Education Establishments are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The Council expects all staff and volunteers to share this commitment.

St Luke's Safeguarding Statement

All members of staff have a responsibility for promoting and safeguarding the welfare of pupils and all other members

1.0 Purpose

St Luke's C.E. Aided Primary School endeavours through this policy to ensure that its pupils achieve the five outcomes, which are identified in the Green Paper Every Child Matters 2003 and underpinned by the Children's Act 2004

These are

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well being

An effective whole school child protection policy is one, which provides clear direction to staff and others about expected behaviour when dealing with Safeguarding issues. It makes explicit the schools commitment to the development of good practise and sound procedures, ensuring Safeguarding concerns and referrals are handled sensitively, professionally and in ways which supports the needs of the child.

2.0 Introduction

St Luke's C.E. Aided Primary School takes seriously our Christian duty and responsibility to nurture, love, protect and safeguard the welfare of the children in our care; 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.

All staff believe our school should provide a safe, caring, positive and stimulating environment that promotes the social, physical and moral development of the individual child. Children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe in school.

Our teaching of personal, social and health education and citizenship, as part of the National Curriculum, helps to develop appropriate attitudes in our children and makes them aware of their decisions on others. We also teach them how to recognise different risks in different situations and how to behave in response to them

3.0 Aims and Objectives

- To provide an environment in which children feel safe, secure, valued and respected, feel confident and know how to approach adults if they have difficulties;
- To raise the awareness of all 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 thought to be at risk of harm and ensure we, the school, contribute to assessments of need and support plans for those children;
- To ensure all staff follow the identified procedures, ensuring effective and appropriate communication when dealing with safeguarding issues;
- To promote effective working relationships with all other agencies, in order to work together for the safeguarding of all pupils;
- To ensure all adults within our school who have access to children have been checked by the Criminal Records Bureau (CRB) as to their suitability;
- To ensure pupils and parents are aware that the school takes the safeguarding agenda seriously and will follow the appropriate procedures for identifying and reporting abuse and for dealing with allegations against staff
- To contribute to the Every Child Matters outcomes;
- To ensure any external contractors using or on school premises are signed up to child protection procedures and follow guidelines on the use of restraint and comply to the safeguarding requirements;
- To make the safeguarding policy available to parents on request or via the school website.

4.0 Procedures

The Headteacher is the designated child protection co-ordinator. If for any reason he is not available the Deputy Head teacher will act in his absence. In

the absence of either the matter should be brought to the attention of the most senior member of staff.

The designated teacher will refer to the guidance outlined in 'Safeguarding Children Matters' . This Yellow file is kept at Bemsiter Rd and contains the referral forms, guidance and key contacts. It is updated on a regular basis.

We have a nominated governor responsible for safeguarding children Mrs. Penny Dyer.

The school's designated person works closely with the Social Services department and the Area Child Protection Committee (ACPC) when investigating any allegations of abuse. All parties involved handle such investigations in a sensitive manner, but the interest of the child is paramount.

Staff are kept informed about child protection responsibilities and procedures through induction, briefings and awareness training.

Supply teachers will be made aware of the schools policy and the identity of the designated person.

If any teacher suspects that a child in his or her class may be the victim of abuse, they must immediately inform the named person about their concerns.

Abuse can be of a sexual, emotional or physical nature. It can also be the result of neglect. See Appendix A p. 16-20.

If a child alleges abuse, we will make a referral to the Social Services. Their parents or carers will be contacted first unless to do so could put the child at greater risk of harm or impede a criminal investigation.

Our selection and recruitment policy includes all checks on staff suitability including criminal record bureau checks as recommended by the Local Authority (LA) and in accordance with current legislation.

We will ensure that parents have an understanding of the responsibilities placed on the school and staff for safeguarding by setting out its obligations in the school prospectus.

'Children in the news' will be a feature of every leadership team meeting. This will enable an informal review to take place regarding any child considered to be vulnerable.

5.0 Designated Person

The designated person will:

- attend child protection conferences, review conferences, core group meetings and strategy meetings on children in school, providing written reports as required;

- Ensure that any absence of two days without satisfactory explanation of a pupil currently on the Safeguarding register is referred to their social worker
- Be responsible for Looked After Children (LAC) and an up to date list is regularly reviewed and updated
- support staff on matters of Safeguarding children, circulating the Child Protection Policy to all adults working in school;
- ensure all new staff receive safeguarding induction
- act as a point of reference for child protection concerns
- take responsibility for collating and securely storing records of incidents and concerns;
- attend annual update training and encourage whole school training every three years;
- ensure the policy is reviewed annually.

6.0 Confidentiality

Staff must never guarantee confidentiality to a child, nor should they agree to keep a secret, which might compromise the child's safety or well being or that of another.

Any safeguarding concern must be reported to the named person and may require further investigation by appropriate authorities.

We regard all information relating to individual child protection issues as confidential and treat them accordingly.

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 staff in this way must be held confidentially to themselves.

7.0 Records and Monitoring

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

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 has been said or seen, putting the event in context and giving the date

time and location. All records will be dated and signed and will include any action taken.

These records will be kept in a confidential file, stored in a secure place in the Headteacher's office.

Records of children who are being monitored for child protection reasons will also be kept in the same manner

8.0 Training and Support for Staff

Excerpt from Continuing Development Policy (CPD) Policy

Our school ensures that all staff and governors have equality of opportunity without discrimination in terms of age, disability, gender, racial group, religion and belief and sexual orientation, in seeking the highest level of personal achievement.

All adults in school will receive regular training in line with LA policy to raise the awareness of abuse and their knowledge of agreed local child protection procedures.

The designated person will also undertake training in inter-agency working and refresher training at two yearly intervals to keep knowledge and skills up to date.

We recognise staff may find working with a child who has suffered harm or appears to be likely to suffer harm may find the situation stressful and upsetting.

We will support staff by providing an opportunity to talk through their anxieties in the first instance with the named person and to seek further support if necessary from other agencies.

Staff should have access to advice on the boundaries of appropriate behaviour. The document "Guidance on Safe Working Practices for the Protection of Children and Staff in Education Settings" provides advice on this and the circumstances, which should be avoided in order to limit complaints against staff.

All staff will be encouraged to undertake 'Team Teach training and all staff will be expected to follow the principles involved with the programme.

9.0 Allegations Against Staff

All school staff should take care not to place themselves in a vulnerable position with a child. They should strictly adhere to the Department for Education and Skills (DfES) guidelines on teachers' behaviour and the school's behaviour and anti-bullying policies.

Children may make an allegation against a member of staff. If such an allegation is made the member of staff receiving the allegation will

immediately inform the head teacher or the most senior teacher if the head teacher is not present.

The head teacher/senior teacher will discuss the contents of the allegation with the LA designated officer.

If the allegation concerns the head teacher the person receiving the allegation will immediately inform the chair of governors, in their absence the vice chair, who will consult with the LA designated officer without notifying the head teacher first.

The school will follow the LA procedures for managing allegations against staff.

10.0 Whistle Blowing

We recognise children cannot be expected to raise concerns in an environment where staff fail to do so.

All staff should be aware of their duty to raise concerns about the attitude or actions of their colleagues.

11.0 School Policies

This policy supports and compliments a range of other policies in use in our school including

- Behaviour Management
- Restraint
- SEN (Special Education Needs)
- Health and Safety
- Sex Education
- Internet Use
- Attendance
- Intimate Care
- Recruitment, Selection and Retention
- Anti-Bullying

Excerpt from Anti-Bullying Policy:

Bullying Directed Towards Age, Disability, Gender, Racial Group, Religion And Belief Or Sexual Orientation

Statement of Intent:

St. Luke's is a church school, and all our policies reflect the importance of adhering to Christian principles and belief.

We are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. We are a telling

school. This means that anyone who knows that bullying is happening is expected to tell the staff.

What is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

12 Supporting Children

We recognise children who are abused or who witness violence and who live in a violent environment may feel helpless and humiliated, may blame him/herself and may find it difficult to develop a sense of worth or view the world as a positive place.

We recognise statistically children with behavioural difficulties and disabilities are more vulnerable to abuse.

We recognise that school may be the only stable, secure and predictable element in the lives of children at risk.

We recognise that research shows the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.

We will endeavour to support all children:

- through the curriculum to encourage self-esteem and self-motivation and equipping them with the skills they need to help them stay safe from harm;
- through the school ethos which promotes a positive, supportive and secure environment and which gives all children and adults a sense of being respected and valued;
- through ensuring all children know there are adults in school whom they can approach if they are worried or in difficulty;
- providing them with effective lines of communication with trusted adults;
- through the implementation of the schools behaviour policy;
- by all staff agreeing a consistent approach to ensure that children are aware of unacceptable behaviour
- through liaising and working together with all the other support services and those agencies involved in the safeguarding of children

- by providing a named teacher to be designated for looked after children (LAC) who takes part in the regular monitoring and reviewing of the children;
- through developing supportive, productive relationships with parents when ever possible;
- through a responsive and knowledgeable staff group;
- there is domestic violence, drug or alcohol abuse children may be vulnerable and in need of support or protection;
- by providing continuing support to pupils about whom there have been concerns who leave the school by ensuring appropriate information is forwarded in a confidential manner to their new school as a matter of urgency.

13.0 Policy Review

The Governing Body will review this policy annually.
The Parent, Church and Community Committee of the Governing Body monitors the Policy and it's application.

Reviewed: 16.1.09

Designated Safeguarding staff

Mark Saxby – CP training Certificate of Attendance 6&7 November 2008
CP conference ½ day 17 November

Daniel Hunwick- CP Refresher training January 2010

Whole school training: 4th January 2010

Appendix A

This is the **Safeguarding Children Matters** file kept in the Headteacher's office at Bemister Rd.