

Ewelme C.E (VA) Primary School

Child Protection Policy

Agreed:

Signed:

Chair of Governors

Signed:

Headteacher

Review Cycle	ANNUAL	
Date of Review		New Policy Yes / No (delete)
Date of Review		New Policy Yes / No (delete)
Date of Review		New Policy Yes / No (delete)
Date of Review		New Policy Yes / No (delete)
Date of Review		New Policy Yes / No (delete)
Date of Review		New Policy Yes / No (delete)

Ewelme Primary School fully recognises its responsibilities for child protection.

Our policy applies to all staff, governors and volunteers working in the school. There are five main elements to our policy:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting pupils who have been abused in accordance with his/her agreed child protection plan.
- Establishing a safe environment in which children can learn and develop.

We recognise that because of the day to day contact with children, school staff are well placed to observe the outward signs of abuse. The school will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to.
- Ensure children know that there are adults in the school whom they can approach if they are worried.
- Include opportunities in the PSHCE curriculum for children to develop the skills they need to recognise and stay safe from abuse.

We will follow the procedures set out by the Local Safeguarding Children Board and take account of guidance issued by the Department for Education and Skills to:

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role. The Headteacher has currently got enhanced training to the higher level. All other staff are trained.
- Ensure we have a nominated governor responsible for child protection.
- Ensure every member of staff (including temporary and supply staff and volunteers) and governing body knows the name of the designated senior person responsible for child protection and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person responsible for child protection.
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus.
- Notify social services if there is an unexplained absence of more than two days of a pupil who is on the child protection register.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences.
- Keep written records of concerns about children, even where there is no need to refer the matter immediately.

- Ensure all records are kept securely; separate from the main pupil file, and in locked locations.
- Develop and then follow procedures where an allegation is made against a member of staff or volunteer.
- Ensure safe recruitment practices are always followed.

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self worth. They may feel helplessness, humiliation and some sense of blame. The school may be the only stable, secure and predictable element in the lives of children at risk. When at school their behaviour may be challenging and defiant or they may be withdrawn. The school will endeavour to support the pupil through:

- The content of the curriculum.
- The school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The school behaviour policy which is aimed at supporting vulnerable pupils in the school. The school will ensure that the pupil knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred.
- Liaison with other agencies that support the pupil such as social services, Child and Adult Mental Health Service, education welfare service and educational psychology service.
- Ensuring that, where a pupil on the child protection register leaves, their information is transferred to the new school immediately and that the child's social worker is informed.

GUIDANCE and PROCEDURES:

All school staff should take normal precautions not to place themselves in a vulnerable position with relation to child protection. It is always advisable for interviews or work with individual children to be conducted in view of other adults.

Following training, all staff are able to recognise any signs of suspected child abuse and to report any concerns immediately to the designated teacher, or in his absence, the senior member of staff on site at the time.

Where a student makes a disclosure to a member of staff, procedure must be followed, and the designated teacher notified verbally immediately. This must be followed by a written record, using the appropriate forms, within 24 hours of the disclosure. Confidentiality cannot be assured for pupils, however, information should only be shared on a 'need to know' basis. Staff are also required to monitor children who may be at risk and record observations, keeping the records in a secure place whilst maintaining the confidentiality of this information to those who 'need to know'.

Designated Teacher

This is the Headteacher or in during absence, the senior teacher; or thereafter the most senior member of staff on site at the time.

The designated teacher carries the legal responsibility to inform Social Services/Abingdon Assessment Team of any concerns we have about possible child protection issues. This may be by a telephone call and within 24 hours by a written referral.

Whenever possible the designated teacher will have already discussed concerns about a pupil with his or her parents / carers and will tell parents / carers when a referral is to be made to Social Services.

However, in some exceptional circumstances the parent / carer will not be informed in advance. This would be because the child may be seen to be at risk. In circumstances where a referral is made without first informing the parents, they will be told about the concerns and actions as soon as possible.

Record Keeping

It is important that what is recorded is kept factual, and includes reported speech where appropriate; opinion should not be given unless there is some form of evidence which can also be quoted. The sheet must be signed, dated and timed, and given immediately to the designated Child Protection officer.

Confidential information held on a particular child, must be stored separately from the main file, in a secure place.

On transfer of schools any confidential notes and records that are no longer considered appropriate to send on are shredded. If there is a need for notes or records to be passed on to the receiving school they will be sent or passed on to the Headteacher in an envelope marked confidential and for his/her attention.