

Park School Safeguarding Children Policy

1 Introduction

- 1.1** The health, safety and well-being of all our children are of paramount importance to all the adults who work in our school. Our children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe in our school.
- 1.2** In our school we respect our children. The atmosphere within our school is one that encourages all children to do their best. We provide opportunities that enable our children to take and make decisions for themselves.
- 1.3** 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 the impact of their decisions on others. We also teach them how to recognise different risks in various situations, and how to behave in response to them.

2 Aims and objectives

- 2.1** This policy ensures that all staff in our school are clear about the actions necessary with regard to a child protection issue. Its aims are:
- to raise the awareness of all staff and identify responsibility in reporting possible cases of abuse. Refer to documentation in the Headmaster's office and the staffroom and information 'What to do if you are worried a child is being abused.';
 - to ensure effective communication between all staff when dealing with child protection issues. If in doubt, ask or report to another member of staff;
 - to lay down the correct procedures for those who encounter an issue of child protection.

3 Procedures

- 3.1** The headmaster is the named person in our school who is the Child Protection Co-ordinator. The Deputy Head is also designated member of staff who has received up to date training.
- 3.2** If any teacher suspects that a child in his/her class may be the victim of abuse, they should 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.
- 3.3** Any action that the named person takes when dealing with an issue of child protection must be in line with the procedures outlined in the LSCB Safeguarding Children Matters Child Protection guidelines.
- 3.4** The school's named co-ordinator works closely with the Social Services department and the Area Child Protection Committee (ACPC) when investigating an allegation of abuse. All parties involved handle such investigations in a sensitive manner, but the interest of the child is of paramount importance.

- 3.5** If a child alleges abuse, the school usually makes a referral without communicating with parents first. However, in some circumstances we inform parents prior to referral.
- 3.6** If a child protection referral is made, a case conference is held at the earliest opportunity. The case conference offers the chance to share information and formulate a plan of action. Staff are expected to attend and participate in all case conferences and meetings held under the LA guidelines (this applies to Park School staff).
- 3.7** We regard all information relating to individual child protection issues as confidential, and we treat this accordingly. We only pass information on to appropriate persons.
- 3.8** We require all adults employed in school to have their application vetted through police records in order to ensure that there is no evidence of offences involving children or abuse. Clear policies govern the recruitment and appointment of staff and school employees.
- 3.9** There may be times when adults in our school, in the course of their duty, use physical intervention to restrain children. The headteacher requires the adult involved in any such incident to report this to him immediately, and to record it in the interventions book.
- 3.10** All adults in the school receive regular training to raise their awareness of abuse and their knowledge of agreed local child protection procedures.
- 3.11** Any adult helper / peripatetic teacher over the age of 16 must be CRB checked before being allowed to work with our children.

4 Allegations Involving School Staff

- 4.1** If a child or parent makes a complaint about a member of staff, the person receiving the information must take it seriously and immediately inform the Headteacher.
- 4.2** Any member of staff who has reason to suspect that a pupil may have been abused by another member of staff, either at school or elsewhere, must immediately inform the Headteacher. He or she should also make a record of the concerns including a note of anyone else who witnessed the incident or allegation. (If the concerns are about the Headteacher, the Head of Education Welfare Service must be contacted by the School Board or in their absence the Deputy Head who is the other Safeguarding Children Officer.)

The Headteacher will investigate the allegation itself, or take written or detailed statements, but he will assess whether it is necessary to refer to the local Social Services team in accordance with the Child Protection Education Welfare Officer, Head of Education Welfare Service or a Senior Officer from Social Services. If the Headteacher decides that the allegation warrants further action through Safeguarding Children procedures, he must make a referral direct to the local Social Services team. If the allegation constitutes a serious criminal offence it will be necessary to contact Social Services before informing the member of staff.

If it is decided that it is not necessary to refer to Social Services, the Headteacher will consider whether there needs to be an internal investigation.

5 Monitoring and review

- 5.1** The School Board regularly reviews any incidents detailed in the interventions book. This policy is reviewed annually by the Headteacher and the School Board.

Signed:

Date: