



Child Protection Policy (updated January 2015)

Polisi Amddiffyn Plant

The Senior Designated Person for Child Protection is Mrs A Hughes, Pastoral Support Team Leader.

If Mrs Hughes is unavailable, please go direct to Mrs Rosemary Jones (Headteacher) or Mr J P Williams (Deputy Head).

The named governor with responsibility for Child Protection is Mr R Wells.

The Local Authority Children Safeguarding Managers are Jayne Belton and Mark Parry, (01352 752121)

Introduction

This policy complies with the Welsh Government Guidance Circular 005/2008 Safeguarding Children in Education. It is read in conjunction with Welsh Government guidance document 'Keeping Learners Safe' 158/2015 (January 2015)

1.1 Elfed High School fully recognises the contribution it makes to child protection.

There are three main elements to our policy:-

- a. prevention through the teaching and pastoral support offered to pupils;
- b. procedures for identifying and reporting cases, or suspected cases, of abuse (because of our day to day contact with children school staff are well placed to observe the outward signs of abuse); and
- c. support to pupils who may have been abused.

1.2 Our policy applies to all staff and volunteers working in the school and governors. Learning support assistants, mid-day supervisors, caretakers, secretaries as well as teachers can be the first point of disclosure for a child.

Prevention

2.1 We recognise that high self-esteem, confidence, supportive friends and good lines of communication with a trusted adult helps to safeguard pupils.

The school will therefore:-

- a. establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to;
- b. ensure children know that there are adults in the school whom they can approach if they are worried or in difficulty;
- c. include in the curriculum, activities and opportunities for PSE which equip children with the skills they need to stay safe from abuse and to know to whom to turn for help; and
- d. include in the curriculum, material which will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills.

Procedures

3.1 We will follow the All Wales Child Protection Procedures (2008) that have been endorsed by the Local Safeguarding Children Board.

3.2

The school will:-

- a. ensure it has a Senior Designated Person, who has undertaken the appropriate training;
- b. recognise the role of the Senior Designated Person and arrange support and training
 - Child Protection Training at Level 2 (to be updated if there is a change in the guidance)
 - Support and guidance as required from the Local Authority Designated Officer for Child Protection (LADO), Headteacher and Educational Social Worker
- c. ensure every member of staff and every governor knows:-
 - the name of the designated senior member of staff and their role;
 - that they have an individual responsibility for referring child protection concerns using the proper channels and within the timescales agreed with the Local Safeguarding Children Board; and
 - how to take forward those concerns where the designated senior member of staff is unavailable.
- d. ensure that members of staff are aware of the need to be alert to signs of abuse and know how to respond to a pupil who may disclose abuse;
- e. ensure that parents and carers have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus;
- f. provide training for all staff so that they know:-
 - their personal responsibility;
 - the agreed local procedures;
 - the need to be vigilant in identifying cases of abuse; and
 - how to support a child who discloses abuse.
- g. notify the local social services team if:-
 - a pupil on the child protection register is excluded either for a fixed term or permanently; and
 - if there is an unexplained absence of a pupil on the child protection register of more than two days duration from school (or one day following a weekend);
- h. work to develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at initial review and child protection conferences and core groups and the submission of written reports to the conferences;
- i. keep written records of concerns about children (noting the date, event and action taken), even where there is no need to refer the matter to social services immediately;
- j. ensure all records are kept secure and in locked locations;
- k. adhere to the procedures set out in the Welsh Government Circular 0009/2014 'Safeguarding children in education: handling allegations of abuse against teachers and other staff' and Circular 002/2013 'Disciplinary and dismissal procedures for school staff';
- l. ensure that recruitment and selection procedures are made in accordance with Welsh Government guidance circular 34/2002 "Child Protection: Preventing Unsuitable People from working with Children in the Education Sector"; and
- m. designate a governor for child protection who will oversee the school's child protection policy and practice.

Supporting the Pupil at Risk

- 4.1 We recognise that children who are at risk, suffer abuse or witness violence may be

deeply affected by this.

- 4.2 This school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, when at school their behaviour may be challenging and defiant or they may be withdrawn.
- 4.3 The school will endeavour to support the pupil through:-
- a. the content of the curriculum to encourage self esteem and self motivation
 - b. the school ethos which:-
 - promotes a positive, supportive and secure environment; and
 - gives pupils a sense of being valued
 - c. the school's behaviour policy is aimed at supporting vulnerable pupils in the school. All staff will agree on a consistent approach which focuses on the behaviour of the offence committed by the child but does not damage the pupil's sense of self worth. The school will endeavour to ensure that the pupil knows that some behaviour is unacceptable but s/he is valued and not to be blamed for any abuse which has occurred;
 - d. liaison with other agencies who support the student such as Social Services, Child and Adolescent Mental Health Services, the Educational Psychology Service, Behaviour Support Services and the Education Welfare Service; and
 - e. keeping records and notifying Social Services as soon as there is a recurrence of a concern;
- 4.4 When a pupil on the child protection register leaves, we will transfer information to the new school immediately and inform Social Services.

Bullying

- 4.5 Our policy on bullying is set out in the E L F E D Wellbeing Policy and is reviewed annually by the governing body.

Physical Intervention

- 4.6 Our policy on Positive Handling and Physical Intervention is reviewed annually by the governing body. This is based on the Flintshire Model Policy, June 2011 and is supported by Welsh Government guidance on 'Safe and effective intervention – use of reasonable force and searching for weapons'. (041/2010)

Children with Statements of Special Educational Needs

- 4.7 We recognise that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse. School staff who deal with children with profound and multiple disabilities, sensory impairment and or emotional and behaviour problems need to be particularly sensitive to signs of abuse.

Notes for school staff

What to do if a child tells you they have been abused by someone other than a member of staff.

Where the allegation is against a member of staff we will refer to Welsh Government Circular 0009/2014 'Safeguarding children in education: handling allegations of abuse against teachers and other staff'

A child may confide in any member of staff and may not always go to a member of the teaching

staff. Staff to whom an allegation is made should remember:-

- yours is a listening role, do not interrupt the child if he or she is freely recalling significant events. Limit any questions to clarifying your understanding of what the child is saying. Any questions should be framed in an open manner so as not to lead the child;
- you must report orally to the school's designated person for child protection immediately;
- make a note of the discussion, as soon as is reasonably practicable (but within 24 hours) to pass on to the school's designated person for child protection. The note which should be clear in its use of terminology should record the time, date, place and people who were present and should record the child's answers/responses in exactly the way they were said as far as possible. Remember, your note of the discussion may be used in any subsequent court proceedings;
- do not give undertakings of absolute confidentiality;
- that a child may be waiting for a case to go to the criminal court, may have to give evidence or may be awaiting care proceedings; and
- your responsibility in terms of referring concerns ends at this point, but you may have a future role in terms of supporting or monitoring the child, contributing to an assessment or implementing child protection plans.

Confidentiality

Confidentiality issues need to be understood if a child divulges information they are being abused. A child may only feel confident to confide in a member of staff if they feel that the information will not be divulged to anyone else. However, education staff have a professional responsibility to share relevant information about the protection of children with the designated statutory agencies when a child is experiencing child welfare concerns.

It is important that each member of staff deals with this sensitively and explains to the child that they must inform the appropriate people who can help the child, but that they will only tell those who need to know in order to be able to help. They should reassure the child and tell them that their situation will not become common knowledge within the school. Be aware that it may well have taken significant courage on their part to disclose the information and that they may also be experiencing conflicting emotions, involving feelings of guilt, embarrassment, disloyalty (if the abuser is someone close) and hurt.

Please remember the pastoral responsibility of the education service. Ensure that only those with a professional involvement, e.g. the designated senior person and the head teacher, have access to the child protection records. At all other times they should be kept securely locked and separate from the child's main file.

Arrangements for Child Protection Training

Level One Child Protection Training (Basic Awareness) is provided by Flintshire County Council Inclusion Welfare Service for all staff as part of their induction to the school. There will be refresher training for all staff every three years.

Designated Senior Person, Headteacher, Deputy Head and a named Governor are trained to Child Protection Level Two. Training is provided by Flintshire County Council Inclusion Welfare Service and will be updated when there is a change in the All Wales Child Protection Procedures.

School keeps a register of staff and their status regarding Child Protection Training.