

Tylorstown Primary School.

Child Protection Policy

1. Introduction

The governors and staff of our school fully recognise the contribution it makes to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our pupils from harm.

All staff and governors 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.

The aims of this policy are:

- to support the child's development in ways that will foster security, confidence and independence.
- to raise the awareness of both teaching and non-teaching 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.
- to emphasise the need for good levels of communication between all members of staff.
- to develop a structured procedure within the school which will be followed by all members of the school community in cases of suspected abuse.
- to develop and promote effective working relationships with other agencies, especially the Police and Children's Services.
- to ensure that all adults within school, who have access to children, have been checked as to their suitability.

2. Designated Teacher for Child Protection Mrs J Lewis or Mrs K Tuck in her absence.

Our school will ensure a senior member of staff (Headteacher or deputy in their absence) is appropriately trained and charged with the responsibility for co-ordinating child protection matters within the school, and that all staff, both teaching and non-teaching, are aware of who that person is.

The designated teacher will:

- act as a source of advice and support within our school and provide the point of contact for staff who have concerns or information that a child or young person may be suffering abuse.
- make any necessary referrals to children's services.
- ensure our school contributes fully to the child protection process e.g. by the provision of reports and attendance at conferences or meetings when needed.
- ensure that all staff, both teaching and non-teaching, are aware of and have access to our school's child protection policy and the All Wales Child Protection Procedures.
- disseminate child protection information gained from training and other sources to all staff in our school and ensure that newly appointed staff are aware of their child protection responsibilities.

3. Nominated Governors for Child Protection - Mr R Bevan

We also have a nominated governor whose role is to ensure:

- our school has a child protection policy in place.
- that the policy is reviewed in order to ensure its effectiveness.
- that designated and other staff have the opportunity to attend appropriate training.
- that our school prospectus contains a section on the child protection policy to make parents aware of our child protection responsibilities.

4. Action to be taken by our school

The action we take to safeguard children in our school will be in line with the All Wales Child Protection Procedures.

All our staff need to have an awareness of the indicators of abuse and know how to respond to a pupil who discloses abuse. **It is not the role of school staff to investigate.** This role lies jointly with Children's Services and the Police. However, staff should inform the designated teacher of:

- any concerns that a child or young person is suffering or is likely to be suffering some form of abuse.
- any allegations of abuse against staff.
- any disclosures of abuse.

5. Referral

We have an official referral form and all verbal referrals to Children's Services must be followed up in writing within **two working days** using this. The referral should include:

- the reason for the concern.

- what was said or witnessed.
- dates and times of incidents.
- parents/family circumstances.
- whether parents are aware of referral etc.

Any pupil currently on the Child Protection Register who is absent without explanation for two days will be referred to Children's Services.

6. Record Keeping

The designated teacher will ensure that:

- a chronological record of concerns about a child is maintained even if there is no need to make an immediate referral.
- all such records are kept confidentially and securely and are separate from pupil records.
- copies of child protection referrals and child protection conference minutes are kept confidentially and securely and separate from pupil records.
- that an indication of further record keeping is marked on the pupil records.
- where a child whose name appears on the Child Protection Register transfers to another school, the child's records, including information about registration is transferred without delay.

7. Supporting Children

We recognise that a child who is abused or witnesses violence may find it difficult to develop and maintain a sense of self worth and may feel helpless and humiliated.

Our school may provide the only stability in the lives of children who have been abused or who are at risk of harm and we will support all pupils by :

- encouraging self-esteem and self- assertiveness.
- promoting a caring, safe and positive environment within our school.
- liaising and working together with all other support services and those agencies involved in the safeguarding of children.
- providing continuous support to a pupil about whom there have been concerns who leaves our school by ensuring that appropriate information is forwarded under confidential cover to the pupil's new school.

8. Supporting Staff

We recognise that staff working in our school who have become involved with a child who has suffered, or is at risk of suffering harm, may find the situation stressful and upsetting.

We will support such staff by providing the opportunity to talk through their anxieties with the designated teacher and to seek further support as appropriate.

9. Confidentiality

Staff cannot keep confidential a disclosure of abuse and must refer the matter on to the designated teacher.

All referrals should be made with the knowledge that during any subsequent investigation, the source (i.e. the school) will be made known to the family.

Other staff may need to be alerted to concerns about a child or young person, possibly in order to monitor the concern or to gather further evidence prior to a referral being made, or to assist in providing appropriate support to a child or young person once a referral has been made. Information should only be shared on a strict need to know basis.

10. Allegations against staff

We understand that a pupil may make an allegation against a member of our staff and if such an allegation is made, the member of staff receiving the allegation will immediately inform the headteacher.

The headteacher on **all** such occasions will discuss the content of the allegation with the Child Protection Co-ordinator for Schools.

Any allegations against the headteacher should be reported to the designated teacher or the nominated governor where the headteacher is the designated teacher, and on **all** occasions discussed with the Child Protection Co-ordinator for Schools.

Our school will follow the LEA procedures for managing allegations against staff, a copy of which will be readily available in the school.

11. Whistle-blowing

We recognise that 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, where they exist, about the attitude or actions of colleagues.

We will be consulting with the local authority with the aim of adopting a whistleblowing policy which will protect staff in these circumstances.

12. Prevention

We recognise the key role our school can play in preventing abuse by providing our pupils with good lines of communication with trusted adults, supportive friends and an ethos of protection. Our school community will therefore:

- establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to.
- ensure that all children know there is an adult in the school whom they can approach if they are worried or in difficulty.

- include in the PSHE curriculum opportunities for children to explore issues which may equip them with the skills they need to stay safe from harm and to know to whom they should turn for help.

13. Other policies

Our school will have regard to child protection guidance when developing other policies, in particular:

- Staff recruitment and training.
- Pastoral Care.
- Discipline and behaviour.
- Bullying.
- Curriculum; PSHE, Sex and Relationship Education
- Whistleblowing

14. Monitoring and review

Our school has mechanisms for monitoring and reviewing the policy and its effectiveness and it will be the responsibility of the nominated child protection governor to ensure that the policy is reviewed annually by ensuring it becomes a standing item on the governing body's agenda.