

Name of Policy	Child Protection Policy
Committee Responsible	Finance, Staffing and Premises
Consultation	October 2010
Monitored By	<i>See page 4</i>
Approved by GB – Date	27 February 2014
Next Review Date	26 February 2016
Date Amended:	17 th June 2016

CHILD PROTECTION POLICY

The purpose of the Child Protection Policy

The school and children's centre recognises that it has an explicit duty to safeguard and protect children from abuse as defined in the Children Act 2004 and the Education Act 2002. The overall intention and purpose behind the school's child protection policy is underpinned by the fundamental principle of the Children Act 1989:

'the welfare of the child is paramount'

Everyone in our school/children's centre shares an objective to help keep children safe by:

- Providing a safe environment for children to learn in.
- Supporting children's development in ways which will foster a sense of self esteem and independence
- Identifying and responding to children in need of support and/or protection

School Commitment

- 1) Establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to.
- 2) Ensure all children have effective means of communication with more than one adult in the school.
- 3) Give opportunities for class or group discussions of thoughts and feelings in an atmosphere of trust, acceptance and tolerance.
- 4) Include in the curriculum activities and opportunities for PSHE/Citizenship/EYFS - PSE which equip children with the skills they need to stay safe from abuse.

Roles and Responsibilities

All adults working with or on behalf of children have a responsibility to safeguard and promote the welfare of children.

All staff will be informed of their responsibilities in being alert to the signs of abuse and the procedures for referring concerns to the Designated Child Protection Officer.

The DCPO and nominated governor for child protection will receive training every two years.

All new staff will receive induction training and all staff including non-teaching staff will have refresher training every three years.

Statistically children with behavioural difficulties and disabilities are more vulnerable to abuse. Staff need to be particularly sensitive to signs of abuse.

We will support staff by providing an opportunity to talk through their anxieties with the DCPO.

All staff who work with children will have access to advice on the boundaries of appropriate behaviour. The DCSF provide guidance on safe working practice. (see reference in related documents)

Ensure that any absence of two days, without satisfactory explanation, of a pupil currently on the child protection register is referred to their Education Welfare Officer and /or Social Worker.

Ensure that a named teacher is designated for Looked After Children (LAC) and that the list of children is regularly reviewed and updated.

The Governing Body of our school is responsible for ensuring the annual review of the child protection policy and to ensure that the school completes the annual safeguarding audit.

Procedures

Where it is believed that a child is suffering from, or is at risk of, significant harm, we will follow the procedures set out on the South West Child Protection Procedures website www.swcpp.org.uk

A flow chart of the procedure is displayed in the staff area and is kept by every member of the school staff in their CPD file.

Parents may access the school's child protection procedures via the school prospectus/website. Children's centre website is under construction – June 2016

Telephone referrals to First Response/ Early Help will be followed up in writing within 48 hours.

The school/children's centre recognises that it does not have the responsibility to investigate cases of suspected child abuse.

We will co-operate with relevant external agencies in any enquiries regarding child protection matters, including representation at child protection conferences, core groups and multi-agency planning meetings.

Parents will be advised of the intention to refer to First Response/ Early Help and their views and co-operation sought, unless we have good reason to believe that to do so would place a child at greater risk of harm.

All staff will make it clear to any child disclosing information that they cannot guarantee confidentiality, but they will only pass the information on to the people that can help them.

Information concerning children at risk will be shared with all members of staff on a "need to know" basis. The DCPO will make a judgement in each individual case about who needs and has a right to access particular information.

Where there are concerns about a child, a teacher/keyworker may be asked to keep a log of observations. This will be kept securely, separately from generally accessible pupil and class records.

All records are subject to the Freedom of Information Act (2000) and the Data Protection Act (1998). If there is any doubt as to the rights of any party to access information, we may seek legal advice prior to releasing any information.

Allegations against staff

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

If a child makes an allegation against a member of staff the Head teacher/Children's Centre Manager should be immediately informed.

The Head teacher/senior teacher/children's centre manager will discuss the allegation with the Local Authority Designated Officer (LADO) at the earliest opportunity and prior to taking any action.

If the allegation concerns the behaviour of the head teacher the chair of governors should be immediately informed. If the allegation concerns the behaviour of the centre manager the local authority centre improvement officer will be immediately informed

Our lettings agreement for other users requires that the organiser will manage the suspension of adults where necessary from the school/centre premises, following an allegation against someone they employ.

Safe recruitment practice

All staff will have enhanced DBS checks. Checks will be accurately recorded on a single central record. EYFS staff will sign a Declaration: Disqualification and Disqualification by Association Form – see Appendix E of the Safeguarding Policy.

At least one person on every interview panel will be trained in safe recruitment practices.

E-safety

School children will be taught about E-Safety and learn how to keep themselves safe whilst in online environments and using new technologies. Leaflets are available to provide to families where children attend Beech or family service activity provision

Disagreements with other professionals

The Bristol Safeguarding Children's Board have produced an escalation policy which advises on how to manage disagreements with other professionals.

This policy will be monitored by:

Safe Guarding and Child Protection will be a standing item on the FSP, FGB and Children's Centre Advisory Board agenda. The following will be reported as a minimum:

- Staff training
- Training undertaken by the DCPOs
- How supply staff are informed of the policy and practice
- Number of children on the CP register, their attendance records
- Number of Children in Care and support provided
- Status of DBS checks and the Central Record

The annual Safe guarding audit will go to the FSP Committee (term2) and they will be responsible for monitoring the progress in any issues identified. The CP Named Governor will report to the FSP 2 times a year on the implementation of the policy. The children's centre will complete the relevant early years, children's centre audit for the local authority

The Safe Guarding and Child Protection Named Governor is .

This policy is formally adopted by the Governing Body.

_____ Chair of Governors

_____ Date

This policy will be reviewed annually from date of approval.


Appendix A – Child Protection Procedures

- The school DCPO is Tracy Jones. The school Deputy DCPO is ???. Ellen Genge is the DCPO in the Children's Centre and Kim Willey is the DCPO for school Early Years.
- The named Governor is Kath Henry.
- Ensure the child is not in pain and in need of medical attention.
- If this injury is concerning complete a Record of Concern proforma. Blank proforma's are in the Deputy Head Office in a drawer under the 'drop'. In the Children's Centre these can be found in the main office.
- If a disclosure has been made, record details on a Record of Concern proforma. Blank proforma's are in the Deputy Head/ Senco Office in a drawer under the 'drop'. If in the Children's Centre this is in the main office.
- When recording a concern, unless it is going to put a child at more risk, you must inform the parent that you have recorded the incident about the child.
- If recording a telephone conversation use a Narrative sheet. Blank proforma's are in the Deputy Head/ Senco Office in a drawer under the 'drop'. In the Children's Centre they are in the main office.
- Ask the parent about the injury/your concern immediately. Record the response on the form.
- Ask the child about the injury/your concern immediately. Record the response on the form. Do not ask any leading questions.
- The form must be completed immediately. This is then put in the drawer (known as 'the drop') in the Deputy Head/ Senco Office. In the Children's Centre this is in Ellen's Office.
- It is important that you inform the DCPO if you are recording a concern. The DCPO will then decide if the matter needs urgent attention.
- It is your responsibility to ensure you are aware of any follow up actions.
- If asked to speak to a parent, or phone a professional for follow up actions, please do so on the same day. You are accountable for this.
- If you are not sure if you should record, please see the DCPO immediately.

- Further CP information is available on www.swcpp.org.uk
- If you feel it is urgent and there is no member of SLT available to discuss your concern please call First Response/ NSPCC for advice. I have attached the form that they will follow to support you. Please inform Tracy/Kim/Ellen or a member of SLT as soon as possible so that they are aware that you have informed First Response

Child Protection team – May 2015

Please raise any Child Protection concerns with your Designated Child Protection Officer – see below

<p>Tracy Jones – School Child Protection officer</p>	<p>Ellen Genge – Children's Centre Manager – Child Protection Officer –Children's Centre</p> 
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Key numbers for child protection support:

NSPCC: 0808 800 5000

First Response – 0117 90 36444

LADO (Local Authority Designated Officer)

Rosalind Waters: 9037795

Further SP information is available on
www.swcpp.org.uk

Appendix C – FGM (Female Genital Mutilation)

Article 24.3 of the United Nations Convention on the Rights of the Child obliges states to: 'take all effective and appropriate measures with a view to abolishing traditional practices prejudicial to the health of children'.

FGM is defined by the World Health Organisation (WHO) as the range of procedures which involve 'the partial or complete removal of the external female genitalia or other injury to the female genital organs whether for cultural or any other non-therapeutic reasons'.

- FGM can be performed on babies and toddlers, but it most often happens when girls are between the ages of 4 -10, most commonly before they enter puberty.
- It is estimated that around 24,000 girls under 16 could be at risk of FGM in England and Wales. However it is very hard to obtain accurate figures.
- It is thought that up to 2000 British schoolgirls could be at risk of undergoing FGM this summer.
- Some will be taken abroad, whereas others will be 'cut' in the UK, often at what is increasingly becoming known as a 'cutting party' whereby an FGM 'practitioner' is brought in to cut several girls at a time.
- Most of the women and girls from practising communities live in major UK cities, and numbers are rising due to immigration.

- Communities that are most at risk of FGM include Kenyans, Somalis, Sudanese, Sierra Leoneans, Egyptians, Nigerians and Eritreans.

Difficulties in identifying girls at risk of FGM

- It is a one off event
- There are limited reasons to examine a girl's genitalia
- Most cultures do not enable girls to discuss FGM openly
- Families may give no other cause for concern

Girls are at increased risk if:

- Their mother/siblings have undergone FGM
- The mother-in-law has a great deal of influence in the family
- No-one has ever raised the issue or provided information to her

The summer holiday period is believed to be the most prevalent time for FGM to be carried out.

Signs to look out for:

- Knowing that a family belongs to a community in which FGM is practised and making preparations for the child to take a holiday,
- Prolonged absence from school, with notable behaviour change on return
- Possible bladder or menstrual problems, or reports of pain between the legs
- Child may also talk about a 'special procedure/ceremony/party' that is going to take place.

The Female Genital Mutilation Act (which replaced the Prohibition of Female Circumcision Act, 1985) was introduced in 2003 and came into effect in March 2004.

The Act:

- makes it illegal to practice FGM in the UK;
- makes it illegal to take girls who are British nationals or permanent residents of the UK abroad for FGM whether or not it is lawful in that country (known as extraterritoriality);
- makes it illegal to aid, abet, counsel or procure the carrying out of FGM abroad;
- has a penalty of up to 14 years in prison and/or a fine
- This law protects girls and women who are British nationals or have permanent residency in the UK. However, it is important to note that all girls, no matter their immigration status, are protected under UK child protection laws.

As a school we are duty bound to intervene if we suspect a child is being prepared for FGM to take place abroad.

- This includes knowing that the family belongs to a community in which FGM is practised and is making preparations for the child to take a holiday, arranging vaccinations or planning absence from school.
- In order to maintain consistency and equality, all families that meet these criteria will be invited in to school and read a script (**see Safeguarding Policy**) that advises parents of the illegality of sending their daughters abroad to undergo FGM.