

“a church school for the whole community”



## Pulford V. A. Lower School

### **SAFEGUARDING CHILDREN POLICY**

**March 2008**

#### **1. PROCESS**

- We believe that our school promotes the welfare, health, safety and guidance of every child through its positive safe and stimulating environment. School governors and senior management are responsible for ensuring that the school has a child safeguarding children policy and procedures are in place to deal with incidents, consistent with Local Safeguarding Children Board guidance, Safeguarding Children In Education, September 2004, Every Child Matters, Change for Children 2004.

#### **2. AIM**

The aim of this policy is:

- to create a warm, supportive environment in which we will support all our children/ young people to work towards the 5 outcomes of Every Child Matters and in particular Stay Safe.
- to ensure all teaching and non-teaching staff are aware of the need to safeguard children and to understand their responsibilities in identifying and reporting possible cases of abuse.
- to promote the safeguarding of children and young people and encourage the prevention of child abuse through the curriculum.

#### **PROCEDURES FOR ENSURING OUR CHILDREN STAY SAFE**

- All staff who have access to children are checked in line with government guidelines. A member of staff has undertaken training in safer recruitment in line with the Bichard Recommendations.
- We have a trained designated member of staff, who undertakes refresher training every two years.
- All staff are trained and understand the child protection procedures and all cases of child abuse or suspected child abuse are reported immediately to the designated teacher/member of staff who has responsibility for referring suspected child abuse cases to Child Care Duty Desk, Social Care. In the absence of the designated member of staff all staff members will know the reporting procedures.

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- All staff undertake refresher training every three years. (In line with Safeguarding Children 2004).
- All new members of staff including supply staff will be given a copy of our safeguarding children procedures as part of their induction.
- Parents and carers are informed of the existence of our policy and of the responsibilities of staff members with regard to child protection procedures.
- Effective working relationships with other agencies are developed and promoted, especially the police and social services.
- Good record keeping systems are in place and a systematic means of monitoring children known or thought to be at risk of harm is provided.
- Through our links to other policies, for example sex and relationships/anti-bullying we will help to develop self-esteem and self-assertiveness in our pupils.
- Our procedures will be reviewed and updated yearly.

### **RESPONSIBILITIES**

**The designated member of staff is responsible for:**

- Carrying out child protection procedures in accordance with the Bedfordshire Local Safeguarding Children Board Manual of Procedures and Safeguarding Children in Education 2004.
- Keeping written records of concerns about a child even if there is no need to make immediate referral .
- Ensuring that all such records are kept confidentially and securely.
- Monitoring the attendance of any pupil currently on the child protection register and referring concerns when appropriate to the Education Welfare Service in the first instance. Where concerns remain the social worker for the family will be informed.
- Ensuring that all school staff teaching and non teaching are trained and receive refresher training every three years.

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- Ensuring that the Child Protection Manual of Procedures is displayed in the staffroom/school office and is accessible to all staff.
- Passing on any child protection records/concerns to the receiving school when a child leaves.

### **The Governing Body is responsible for:**

- Nominating a governor to have responsibility for child protection who receives training.
- Ensuring child protection is a standing item on the agenda for Governors' meetings.
- Reviewing the policies and procedures annually.
- Remedying any deficiencies or weaknesses in regard to child protection arrangements that are brought to its attention, without delay.
- Ensuring that the Chair liaises with the LA/partner agencies in the event of allegations of abuse being made against the head teacher.

### **CONFIDENTIALITY**

- We recognise that all matters relating to child protection are confidential and staff are informed on a need to know basis.
- All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- All staff must be aware that they cannot promise child confidentiality.

### **SUPPORTING STAFF**

- We recognise that staff working in the school who have become involved with a child who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.
- We will support such staff by providing an opportunity to talk through their anxieties with the designated teacher and to seek further support.

### **ALLEGATIONS AGAINST STAFF**

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- There may be times when a pupil makes an allegation against a member of staff. In such cases procedures will be carried out in accordance with the Local Safeguarding Children Board Manual of Child Protection Procedures.
- If such an allegation is made, the member of staff receiving the allegation will immediately inform the head teacher.
- The Headteacher on all such occasions will discuss the content of the allegation with the Principal Education Welfare Officer.
- If the allegation made to the member of staff concerns the head teacher, the designated teacher will immediately inform the chair of governors who will consult with the Principal Education Welfare Officer.

### **WHISTLEBLOWING**

- We provide an environment in which children and adults feel confident to express concerns regarding the behaviour of a member of staff.

### **POLICIES/GUIDANCE**

We work in accordance with the LEA policy and guidance documents on:

Physical Intervention  
Health & Safety  
PSHE  
Behaviour and Attendance  
Drug and Alcohol Education  
Sex and Relationship Education  
SEN  
Anti-bullying  
Forced Marriages  
Children Missing Education

### **BULLYING**

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- Our policy on Anti-bullying is set out in a separate policy document which acknowledges that to allow or condone bullying may lead to consideration under child protection procedures.

### **RACIST INCIDENTS**

- All staff are made aware of this policy through the staff handbook. Parents are made aware of the existence of this policy document through our school prospectus.

Policy endorsed by the Governing Body on .....

Signed .....Chair of the Governing Body

### ***Equal opportunities***

All young people will be treated equally, regardless of race, creed or gender.

The policy will be applied regardless of culture, faith or belief.

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