



St Blasius Shanklin C of E Primary Academy

Safeguarding policy

Adopted by the Leadership team - July 2013

Amended and Ratified by the Local Governing Board (on behalf of the Portsmouth and Winchester Diocesan Academies Trustees) - September 2013

Signed Chair of Governors _____

Date _____

To be reviewed- July 2014

Safeguarding Policy

This policy has been developed having due regard for DFE guidance *Safeguarding Children and Safer Recruitment in Education (2007)* and *Dealing with allegations of abuse against teachers and other staff (revised 2012)*. It is in accordance with the Isle of Wight Local Safeguarding Children Board's (LSCB) agreed inter-agency procedures (*which are available at www.4lcsb.org.uk*) and consistent with The Portsmouth and Winchester Diocesan Academies Trust's (PWDAT) guidance on Safeguarding.

All adults working in educational settings should know the name of the designated teacher for Child Protection (Designated Child Protection Officer - DCPO) or the equivalent individual and know and follow the relevant child protection policy and procedures. All staff have a duty to report any child protection concerns to the designated person.

Designated Teacher (DCPO): Sara Hodgson (Deputy Principal)

Deputy Designated Teacher (deputy DCPO): Cariad Downer

If these staff are not available, and the safety of the child is considered to be urgently at risk, contact the agency needed directly e.g. the duty officer at

- The Referral and Assessment Team, Children's Services Centre, Atkinson Drive, Newport (01983 525790)
- Police
- Family Resources

Introduction

St Blasius Shanklin CE Primary Academy fully recognises its responsibilities for child protection and safeguarding children.

Our policy applies to all staff, governors and volunteers working in the school and relates to all pupils, including those in the Early Years Foundation Stage (EYFS).

There are six main elements to our policy;

- Ensuring we practise safe recruitment in checking the suitability of staff and volunteers who work with children
- Ensuring that all adults in our academy who have access to children have been checked as to their suitability
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse

- Supporting pupils who have been abused in accordance with his/her agreed child protection plan
- Establishing a safe environment which children can learn and develop

We recognise that because of the day to day contact with children, academy staff are well placed to observe the outwards signs of abuse. The academy will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to
- Ensure children know that there are adults in the academy whom they can approach if they are worried
- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse

Responsibilities

- Ensure we have a designated senior person and deputy for child protection (the DCPO) who has received level 2 training and support for this role and whose training in child protection and inter-agency working will be updated at least every two years. .
- Ensure we have a nominated governor with a particular responsibility for monitoring the implementation of the child protection policy and procedures
- Ensure every member of staff and governor has up to date level 1 training in Safeguarding Children, updated at least every three years, with a reminder of basic child protection awareness and procedures for all staff every year (as required by the PWDAT guidance).
- Ensure that all staff and volunteers receive induction training that includes child protection.
- Ensure that temporary staff and voluntary staff who work with children are made aware of this policy and the school's arrangements for safeguarding its pupils.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the DCPO
- Ensure that parents have an understanding of the responsibility placed on the academy and staff for child protection by setting out its obligations in the academy prospectus, academy website and the Safeguarding Policy
- Notify social services if there is an unexpected absence of more than two days of a pupil who is on the child protection register
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences
- Keep written records of concerns about children, even where there is no need to refer the matter immediately
- Ensure all records are kept securely, separate from the main pupil file, and in locked locations

- Develop and then follow procedures where an allegation is made against a member of staff or volunteer
- Ensure safe recruitment practices are always followed
- Ensure that contractors follow our safeguarding good practice.

Supporting Children

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. The academy may be the only stable, secure and predictable element in the lives of children at risk. When at academy their behaviour may be challenging and defiant or they may be withdrawn. The academy will endeavour to support the pupil through:

- The content of the curriculum
- The academy ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued
- The academy behaviour policy. The academy will ensure that the pupil knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse that has occurred.
- Liaison with other agencies that support the pupil such as social services, Child and Adults mental Health Service, Educational Welfare Services and Education Psychology services.

Confidentiality

- We recognise that all matters relating to Child Protection are confidential
- The DCPO will disclose personal information on a need to know basis only. However all staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- All staff are made aware that they cannot promise a child to keep secrets which might compromise the child's safety or well-being or that of another
- We will always undertake to share our intention to refer a child to Social Services with their parents/carers unless to do so could put the child at greater risk of harm or impede criminal investigation. If in doubt we will consult with the local authority designated officer (LADO), the Education Welfare Service/Social Services or the police.

Supporting Staff

- We recognise that staff working in the academy 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 person and to seek further support i.e. Occupational Health, Councils Counselling Service etc.
- Staff will have access to advice on the boundaries of appropriate behaviour

- Staff are to use the correct documentation for reporting incidents, signing and dating and passing to the appropriate member of staff.

Procedures

- The DCPO is Sara Hodgson. She may delegate this responsibility to Cariad Downer, in her absence.
- If any member of staff suspects that a child in his/her class may be a victim of abuse, they must immediately inform the Principal or Deputy Principal in the Principal's absence, about their concerns. All this information is recorded. Abuse can be of a sexual, emotional or physical nature. It can also be the result of neglect.
- If a child alleges abuse, the member of staff receiving the disclosure should listen carefully, avoid asking leading questions, not make any promises of confidentiality beyond reassurance that the information will only be shared with people who can be trusted to treat it sensitively, and, as soon as is practical, make a written record of what has been said, which should be given to the DCPO as soon as possible.
- Any action that the DCPO takes when dealing with an issue of child protection will be in line with the procedures.
- All parties involved handle such investigations in a sensitive manner, but the interest of the child is of paramount importance.
- If a child alleges abuse, the academy usually makes a referral without first communicating with the parents.
- If a child protection referral is made and, after investigation, the child protection team decides there are grounds for concern, a case conference is held. The case conference offers the opportunity to share information and formulate a plan of action. Staff are expected to provide written reports on the child's progress for the DCPO who in turn is expected to attend and participate in all case conferences and meetings.
- Academy staff must not carry out investigations themselves, nor decide whether children have been abused. This is a matter for the specialist agencies.
- 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 and we keep a confidential written record of any incidents.
- We require all adults employed in the academy to have their application vetted through the Disclosure and Barring Service (DBS)
- Where allegations are made against staff in any educational establishment, the LSCB agreed procedures must be followed.
- The DCPO attends regular training to raise their awareness of abuse and their knowledge of agreed local child protection procedures, which they share with staff
- Parents are expected to help children to behave in non-violent and non-abusive ways – towards both staff and other pupils

- There may be times when adults in our school, in the course of their duty, use physical intervention to restrain children. The Principal requires the adults involved in any such incident to report this to her immediately and to record it in the interventions book. [See separate Physical Restraint policy]
- Parents will be informed if it was necessary to use force to protect a pupil from injury or to prevent a pupil from harming others.
- If parents have any complaints about staff behaviour they should be made to the Principal in the first instance. All those involved, both pupils and staff, are entitled to and will be given a fair hearing.
- If parents are not satisfied with the school's response, they can ask for a copy of our Complaints Policy and Procedures.

Allegations against Staff

- All academy staff should take care not to place themselves in a vulnerable position with a child. It is always advisable for interviews or work with individual children or parents to be conducted in view of other adults.
- All staff should be aware of the school's behaviour policy
- All staff must adhere strictly to the school's policy with regard to the use of cameras and mobile phones
- If an allegation is made against a member of staff, the member of staff receiving the allegation will immediately inform the DCPO, who will inform the Principal. If the allegation is against the DCPO, the Principal should be informed. If the allegation is against the Principal, the Chair of Governors should be informed.
- The academy will follow the DFE procedures for managing allegations against staff. The Academy will not undertake its own investigation of allegations without prior consultation with the local authority designated officer (LADO).
- 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 about the attitude or actions of other colleagues.

Additional Information

We recognise that as an academy extra precautions must be in place and adhered to

- All visitors to the main academy sign in at the office and collect a visitors badge
- Visitors without DBS checks are accompanied through the building
- Staff supervise children at all times
- Staff question without hesitation any unknown persons found in the building or on the premises
- Families who are walking through the academy building are accompanied

Review of policy and its implementation

The Local Governing Body, on behalf of the Academy Trustees, will review this policy and the effectiveness of its implementation in practice annually. The academy leadership team will take urgent action to remedy any deficiencies identified. The Academy Trustees will satisfy themselves that the annual review has been conducted.