

April 2011

Child Protection Policy (Safeguarding Children and Safer Recruitment in Education)

This policy is applicable to all pupils in the school including Early Years Foundation Stage

The Governors regard it as very important to ensure that they properly discharge their duty of protecting the children that have been entrusted to the School's care and this policy is designed with this in mind. The Governors review this policy and the efficiency with which it is operated termly.

All staff will work toward Child Protection to:

- Make it less likely children will be abused
- Make it more likely children will disclose abuse
- Ensure children are safe.
- Ensure abusers are not assisted through information or protection.

This policy aims to ensure that the provisions of the 1989 Children Act and its successors are adhered to with particular note to DCSF publication 2006 'Safeguarding Children and Safer Recruitment in Education' and 'Every Child Matters'.

This policy is in accordance with the locally agreed inter-agency procedures. (Derbyshire) This policy is available to parents on the website, in the Handbook for Parents and in reception on request.

Each pupil is issued with the School Behavioural Charter and information on the school pastoral care system via Head of Year and tutor on induction and throughout the year. There is a complaints procedure outlined in the planner for pupils.

The Child Protection Team (CPT) are the Headmaster, the Assistant Head and the School Health Advisor.

The child protection team will confer on all matters arising in relation to child protection issues and will communicate with the appropriate safeguarding agency when an allegation or disclosure of abuse has been made.

Guidelines

- Staff will behave in an appropriate manner towards children
- All staff will be aware of 'Every Child Matters' and the school procedures.
- Children will not be punished in school by any form of hitting, slapping, shaking or degrading treatment. Corporal punishment is not allowed
- It is the responsibility of all staff to take appropriate action if they suspect a child has been abused, has suffered physical injury, physical neglect, and failure to thrive or has suffered emotional or sexual abuse.

- All concerns will be reported immediately to a member of the CPT who will ensure that child protection procedures are followed. Staff should be aware that medical issues and child protection issues are confidential.
- Staff will ensure that their behaviour and actions do not place themselves at risk of harm or allegations.
- Staff may only use 'physical intervention' to avert an immediate danger of personal injury to, or an immediate danger to the property of a person including the child. (see physical intervention policy)
- Staff will be aware that abuse can be from adults and from other children.
 - Staff will be aware of inappropriate electronic communication and not engage in social networking sites with pupils

Procedures

- All staff will be informed of CP procedures at the beginning of each term and made aware of shared document information.
- Any use of outside organisations, staff and agencies will be checked. Taxi drivers used by the school to convey boarders will be CRB checked
- All staff will receive full training every three years. The next training is due September 2011
- All new staff will receive specific instruction on indicators of abuse and child protection procedures on arrival at school.
- The school is aware of its legal duties to work with other agencies in protecting children from harm.

Suspected abuse

Types of Abuse

An adult can abuse a child in any of the following ways;

- Neglect. When parents or carers persistently fail to provide for a child's basic needs, such as food, warmth and shelter, safety and access to medical attention
- Sexual abuse. When the child is used sexually by an adult or young person. Making a child look at pornographic magazines or films is also sexual abuse.
- Physical abuse. This includes hitting, punching, and other ways of inflicting pain or injury.
- Emotional abuse. This undermines a child's self confidence and sense of self worth for example by ignoring them, giving degrading punishments, or constantly threatening or humiliating them.
- Domestic Violence. Witnessing or trying to prevent domestic violence can be very damaging to a child. It can involve physical, emotional, social, financial, or other domination.
- Bullying. May involve different kinds of abuse and have very serious effects. It can involve name calling, threats, insults, hitting etc.

What to Do

Inform a member of the CPT of any concerns, NO direct action by staff is required. The CPT will then decide on the appropriate course of action.

Suspicious of abuse can arrive from several sources:

- Personal disclosure by a pupil
- Observation of injuries or behaviour of the pupil,

- Disclosure of abuse through a pupil's schoolwork.
- Indication from another pupil or other third party

Staff should not carry out investigation, nor decide whether children have been put at risk or abused. This is a matter for specialists.

Staff should make a written note of incidents, on the form provided, preferably at the time of disclosure or as soon as possible afterwards.

If a pupil discloses information:

- Reassure pupil.
- Do not promise confidentiality. (see confidentiality policy)
- Do not ask leading questions of the pupil.
- Listen and explain what will happen next.
- Make notes, include time, date and write down facts.
- Inform a member of the CPT immediately.

Procedure following notification:

The CPT will:

- Confer and decide a course of action. This may be direct referral or consultation with statutory/outside agencies (the Police or the Local Authority Designated Officer). If referral is necessary this will be within twenty-four hours of a disclosure or suspicion of abuse. The CPT will take advice from the referral agencies.
- Ensure safety of the child.
- If the abuse is by another pupil at the school take appropriate advice and action
- If appropriate talk with and reassure the child with or without parental input.
- Discuss with the pupil that information will only be disclosed to people who need to know.
- Record the notification.
- Be supportive
- Agree with outside agencies a procedure to be followed or/and an internal plan of action.

Role of School's CPT.

- Ensure all staff are informed termly and trained every three years in the School's procedure and are aware of the indicators of abuse. New staff will have a Child Protection induction when they join Abbotsholme.
- Ensure that the references to Child Protection in the Employees Handbook are up to date and staff are aware of them
- Ensure that the immunity for information policy 'whistle blowing' in the Staff Employee Handbook is adhered to
- Ensure their training and inter-agency working is updated every 2 years. The next update is in June 2011/June 2012
- Monitor and review the policy annually and otherwise as deemed appropriate.
- Ensure child protection issues are addressed through PHSE.
- Ensure all pupils are aware of Childline and the help available to them both in and outside of school.
- Ensure Prefects are informed and trained on appropriate action.

- Report any allegations of abuse to the Police or Social Services within 24 hours.
- For EYFS Children inform Ofsted and ISI of any allegations of harm or abuse that have occurred by anyone looking after, living or working on the site and the actions taken within 14 days.
- Ensure Governors are aware of their responsibility. The Chair of the Governors is the Governor responsible for Child Protection. Ensure the Governors review the policy and procedures annually in their November meeting and answer any queries to ensure the efficiency with which related duties have been discharged.
- Liaise with appropriate authorities and the school medical practitioner as appropriate
- Ensure safer recruitment procedures are followed and that at least two members of the recruitment panel have been trained in these procedures.
- Ensure any deficiencies or weaknesses in the Child Protection arrangements are remedied without delay.

Staff Behaviour.

By its very nature Abbotsholme School and its pupils are friendly and informal. Staff should be aware of their actions at all times and should ensure they do not put themselves at risk of allegations or harm. Staff should not communicate with pupils on social networks nor indulge in any other inappropriate form of communication with children.

Any complaints of abuse by staff or volunteers should be made to the Headmaster who will invoke the complaints procedure.

If any staff member or volunteer is alleged to have abused a pupil, the Head will consider suspension from duty pending investigation. The Governors will be informed immediately. All involved will be entitled to a fair hearing.

If an allegation is made against a resident member of staff alternative accommodation away from school will be enforced.

If a complaint is against the Head then the Assistant Head should be informed and will immediately inform the Chair of Governors.

The school will report, within a month, to the Independent Safeguard Authorities any member of staff whose services are no longer required because of unsuitability to work with children. It will report misconduct (not CP issues) to the GTC.

A full document of abuse indicators is available in the staffroom, on shared documents and is appended to this policy.

Appointment of staff

The school operates safe recruitment procedures for all appointments including volunteers. It follows Safeguarding Children and Safer Recruitment in Education.

- All staff and resident adults will be fully checked using CRB enhanced disclosure prior to starting employment at Abbotsholme.
- The Accounts Manager is responsible for CRB

- The Headmaster, the Accounts Manager and the Head of Operations have been trained in Safer Recruitment.
- All staff will require a full CV and previous employers approached for verification
- All staff will require two references, specifically asking to state any known reason why the person should not be employed to work with children.
- All staff will require photographic evidence of identity.
- All staff will be asked to sign a declaration of medical fitness
- The reference and qualifications will be verified by direct contact.
- At interview there will be a written record of the outcome.
- For overseas recruitment, such as GAP students requests will be made from the overseas authorities prior to arrival in the UK.
- All checks will be completed before an appointment is confirmed
- All Governors are required to have a CRB check and a check of their right to work in the U.K.
- The school will take steps to carry out CRB checks on drivers etc

Derbyshire Dales Social Services 016290772323
 NSPCC Child Protection 0808 800 5000
 Childline 0800 1111
 Police In an emergency call 999.
 ISA 0300 123 1111 P.O. Box 181 Darlington DL19FA
 Staffordshire First Response 08001313126
 Derbyshire Referral service 0845 6058058

Confidentiality

Staff cannot and should not propose total confidentiality and will act in accordance with the best interests of the pupil at all times.

If a pupil discloses information which is sensitive, not generally known and which the pupil asks not to be passed on, the request should be honoured, unless in doing so the teacher is unable to fulfil their professional responsibilities in relation to a) Child Protection and b) co-operating with the Police, c) referral to external agencies where a life is in danger.

All child protection issues should be reported to the CPT (see CP document) who will act accordingly.

Every effort to secure the pupil's agreement to the way the school will use the information should be made.

Pupils will be encouraged to talk to their parents/carers and be given the support to do so.

Staff who deal with outside agencies will be aware of and abide by the school's policy about disclosures and confidentiality.

Policy reviewed by SMT October 2010

Policy Reviewed by Governors on November 2010

Mr M Wells Chair of Governors