

# **RYE HILLS SCHOOL CHILD PROTECTION POLICY**

## **REPORTING CHILD ABUSE EVERY CHILD MATTERS**

**Policy Issued: March 2010**

**Agreed by Governors: March 2010**

**Next Review: March 2011**

**Nominated Person Child Protection: Mrs M Anthony**

**Deputy Nominated Person Child Protection: The Headteacher**

## **CONTENTS**

**1.0 Relevant Documentation**

**2.0 The Scope**

**3.0 Introduction**

**4.0 Staff Responsibilities**

**4.1 Head Teacher**

**4.2 Nominated Person Child Protection**

**4.3 Staff (teaching or non teaching)**

**5.0 Allegations Against Staff**

**6.0 Staff Training**

**7.0 Confidentiality**

**8.0 Monitoring and Review**

## **1.0 Relevant Documentation**

When reading this document, please be aware of the following related documents which work alongside this Child Protection Policy:

1. South Tees Local Safeguarding Children Procedures (LSCB)
2. Procedure for Managing Allegations against Staff, Carers and Volunteers – South Tees LSCB
3. Safeguarding Children and Safer Recruitment in Education (2006)
4. The Children Act 2004 (Every Child Matters)
5. The Sexual Offences Act 2003
6. Section 175 Education Act 2002
7. What to do if you're worried a child is being abused (2003)
8. Safeguarding Children in Education (DFES 2004)
9. Working Together to Safeguard Children (2006)
10. Data Protection Act 1998
11. Anti-bullying policy
12. DDA Policy
13. Staff Disciplinary Procedures
14. Staff Recruitment Procedures

## **2.0 Scope**

This document is Rye Hills School's policy on Child Protection and is in line with procedures set out by the South Tees Local Safeguarding Children's Board (LSCB).

This policy applies to all adults working on the school site.

## **3.0 Introduction**

Rye Hills fully recognises its responsibilities for child protection.

The school's main aim is to provide a safe, secure and stable base for children and help to protect them from harm. The welfare of the child is of paramount importance to all the adults who work in our school. To achieve this aim Rye Hills will:

- Ensure safer recruitment and vetting practises are followed, therefore checking the suitability of staff and volunteers who wish to work with our children.
- Raise awareness of safeguarding / child protection issues to staff, parents and children.

- Provide an environment where children feel safe, are encouraged to talk and are listened to.
- Help equip children with skills needed to keep themselves safe,
- Develop, implement and review policy and procedures in relation to child protection.
- Train and raise awareness of all staff, defining their role and responsibilities in reporting possible cases of abuse.
- Ensure there is effective communication between staff on child protection matters.
- To identify children who are suffering or likely to suffer significant harm.
- Report cases or suspected cases of abuse to Social Care.
- Working in partnership with parent/carer and other professionals to support and help protect children who have a Protection Plan.
- Establish a safe environment in which children can learn and develop.

In our school we respect our children. The atmosphere is one that encourages all children to do their best. We provide opportunities that enable our children to take and make decisions for themselves. The school ethos promotes a positive, supportive and secure environment and gives children a sense of being valued.

Our teaching of personal, social and health education citizenship, as part of the National Curriculum, helps to develop appropriate attitudes in our children, and makes them aware of the impact of their decisions on others. We also teach them how to recognise different risks in different situations, and how to behave in response to them (e.g. 'stranger danger' and 'internet safety').

We recognise that abuse and neglect can result in underachievement. We strive to ensure that all our children make good educational progress.

Child abuse can take a variety of forms:

- **Physical abuse** involves hitting, slapping, kicking, misuse of medication, undue restraint, shaking or other treatment of a child that can cause actual bodily harm.
- **Sexual abuse** involving forcing or enticing a child into sexual activities whether or not the child is aware of what is happening. This includes non contact situations such as viewing child abuse images.
- **Emotional abuse** involves persistent emotional ill treatment of children, such as frightening them, or putting them in situations of danger. It is also an abuse to convey to children the feeling they are worthless or unloved.

- **Neglect** and acts of omission is also a form of abuse. This could involve failure to provide an adequate level of care (e.g. food, warmth and failure to access medical care or services).

#### **4.0 Staff Responsibilities are:**

##### **4.1 Head Teacher** to ensure that:

- The Governing Body receives yearly awareness raising in respect of their roles and responsibilities in regard to Child Protection / Safeguarding.
- The Governing Body adopts appropriate policies and procedures to safeguard children in school.
- That policies and procedures are implemented by staff.
- Parents / carers to be made aware each autumn term of the safeguarding policies that are in place and who is the Nominated Person Child Protection.
- Sufficient resources and time are allocated to carry out Safeguarding Children / Child Protection effectively.
- There is a Nominated Person Child Protection for the school who has received appropriate training for this important role.
- All staff and adults working in school understand their safeguarding children responsibilities and are able to voice their concern if they feel a child is vulnerable or at risk.
- Staff to be aware of the 'whistle blowing' protocol and understand they must voice their concern of any individual working practices that are deemed unsafe and unprofessional.
- Rye Hills develops effective working partnerships with relevant agencies and cooperate as required in regard to safeguarding children matters, including attendance at child protection conferences and other related meetings.
- School to provide appropriate reports for child protection meetings.
- Ensure that all information and records are kept confidentially and securely.
- Recruitment and vetting procedures are followed in all appointments of staff including those working in school in a voluntary / unpaid capacity.
- Site security is in place with all visitors required to identify themselves, then sign in and sign out when leaving the school.

##### **4.2 Nominated Person Child Protection** has responsibility for coordinating action within the school and liaising with Social Care and other agencies in respect of suspected child abuse.

- **The Nominated Person Child Protection for 2009/2010 academic year is Mrs M Anthony**

The main responsibilities for the Nominated Person Child Protection are:

- To adhere to and follow procedures outlined in the South Tees Local Safeguarding Children Board Procedures.
- To help identify signs and symptoms of abuse.
- Refer suspected cases of abuse to Social Care / Police
- Ensure all staff receives child protection awareness raising training to help them recognise and identify signs of abuse.
- To raise awareness of child safety issues within school.
- Ensure that the school has an up-to-date child protection policy which is consistent with the LSCB procedures. The policy should be reviewed annually.
- To attend and represent the school at child protection meetings.
- Be responsible for securely managing child protection files, compiling reports, recording and sharing information appropriately.
- Ensure that all information and records are kept confidentially and securely.
- To develop good working relationships / links with Social Care, the Child Protection Officer for Education and other relevant professionals.
- To raise awareness of their role with staff, parents and children.
- Be available for staff for consultation purposes.

**4.3 School Staff** (teaching and non teaching) have a responsibility to report any concerns they have about a child's safety to the Nominated Person Child Protection.

If a staff member suspects a child may be a victim of abuse they are advised to do the following:

- If a child discloses information that suggests possible abuse has taken place we recommend the following:
  - Listen to the child.
  - Never coach or lead the child.
  - Do not investigate or over question the child.
  - Reassure the child they were right to talk.
  - Inform the Nominated Person for Child Protection ASAP.
  - Record events (e.g. what the child has said, word for word)
  - Date, time and sign report.

- If a staff member receives information (e.g. third party) or sees something (e.g. suspicious bruise or mark) which gives them a cause for concern, they must inform the Nominated Person for Child Protection ASAP.
- Staff should always consult with the Nominated Person Child Protection when they first begin to have concerns about a child. This process will help clarify what action if any, needs to be taken to meet the needs of the child.

## **5.0 Allegations against Staff**

Allegations against staff could be initiated in school by children, parents or staff.

If an allegation or cause for concern is made against a member of staff the following action should be taken:

- The Head Teacher should be informed immediately.
- If the allegation is against the Head Teacher then the Chair of Governors should be informed immediately.
- The school should seek support and guidance from the Local Authority and follow the '**Procedure for Managing Allegations against Staff, Carers and Volunteers**' provided by South Tees Local Safeguarding Board.
- Immediate support and guidance should be sought from:
  - The Local Authority Designated Officer (01642-771755)
  - The Child Protection Officer for Education (01642-444102)

## **6.0 Staff Training**

All staff and governors at Rye Hills receive Child Protection training (maximum period is two years) which raises their awareness of processes and procedures agreed by the Local Safeguarding Children Board (LSCB). Training also covers areas such as 'signs and symptoms' and 'internet safety'.

Newly appointed staff will receive training through Rye Hills induction programme and attended specific courses ran by the Child Protection Officer for Education (e.g. NQT's).

Some staff at Rye Hills have also undertaken E-Learning courses promoted by the LSCB.

The Nominated Person for Child Protection receives training on an annual basis including LSCB facilitated courses.

The Head Teacher and Chair of Governors have completed the on-line Safer Recruitment Training.

## **7.0 Confidentiality**

Confidentiality and trust should be maintained as far as possible, but Rye Hills will act on the basis that the welfare of the child is paramount. The degree of confidentiality will be governed by the need to protect the child and personal information will be shared where this is necessary to protect the child (1998 Data Protection Act).

## **8.0 Monitoring and Review**

The Governing Body will ensure that Rye Hills undertakes the following:

- Annually review its Child Protection Policy
- Has a senior member of staff as Nominated Person for Child Protection
- Review annually the workload of the Nominated Person Child Protection by requesting a report detailing related child protection work undertaken. Governing body to support as felt appropriate
- Monitor and evaluate child protection training that staff receive
- Review all aspects of safeguarding children / working practices and develop as required