



Child Protection Policy

Name of school: Coleridge Primary

Person responsible for writing and reviewing the policy: Ruth Kirsh

Date of policy: January 2016

Review date: January 2017

Coleridge Primary school fully recognises its responsibilities for child protection.

KEY PRINCIPLES

Our policy applies to all staff, governors and volunteers working in the school. There are five main elements to our policy:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children.
- 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 according to their needs
- Establishing a safe environment in which children can learn and develop.

We will follow the procedures set out by Haringey's Local Safeguarding Children Board (LSCB) and take account of guidance issued by the Department of Education to:

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role.
- Ensure we have a nominated governor responsible for child protection.
- Ensure every member of staff (including temporary and supply staff and volunteers) and governing body knows the name of the designated senior person responsible for child protection and their role – Ruth Kirsh.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person responsible for child protection.
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus.
- Notify The Children and Young People's Service if there is an unexplained 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.
- Ensure safe recruitment practices are always followed.

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 school may be the only stable, secure and predictable element in the lives of children at risk. When at school their behaviour may be challenging and defiant or they may be withdrawn.

The school will endeavour to support the pupil through:

- The content of the curriculum including circle time; PSHE; P4C.
- The school counsellor.
- The school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The school behaviour policy which is aimed at supporting vulnerable pupils in the school.
- Liaison with other agencies that support the pupil such as The Children and Young People's Service, Child and Adolescent Mental Health Service, education welfare service and educational psychology service.

PROCEDURES

We follow the procedures set out in "Safeguarding Children in Education - Handbook for schools and other educational establishments" produced by the London Child Protection Committee.

Additionally, we follow all procedures as outlined in 'Working Together to Safeguard Children' (March 2013).

RESPONSIBILITIES

Governing body will ensure that:

- The school has a child protection policy which is reviewed and updated annually
- The school has child protection procedures, compliant with LSCB procedures, and that these procedures are updated annually
- The school operates safe recruitment practices
- A member of the SLT has lead responsibility for child protection (the "designated person") and they have a deputy
- Deficiencies or weaknesses in the child protection arrangements are remedied without delay
- There is appropriate training
- There is an annual review of how safeguarding duties have been discharged
- The results of the annual review are conveyed to the Children's Service

Head teacher will ensure that:

- child protection policies and procedures are fully implemented and followed by all staff
- resources are allocated to enable the designated person to carry out his/her responsibilities
- pupils feel able to raise child welfare concerns
- staff and volunteers are able to raise concerns about poor or unsafe practice and such concerns are addressed effectively

The designated person will:

- Offer support, advice and expertise within the school when deciding whether to refer a child welfare concern, by liaising with relevant agencies
- Liaise with the head teacher regarding any issues and ongoing investigations
- refer cases of suspected abuse to social care and/or police
- keep secure, detailed and accurate records of referrals and concerns
- work with the governing body to ensure the school's child protection policy and procedures are reviewed and updated annually
- ensure that parents have access to the school's child protection policy.

RELATED SCHOOL POLICIES

- PSHE
- Behaviour
- Teaching and Learning
- Attendance
- Looked After Children
- Health and Safety
- Drugs Education
- Sex and Relationship
- Staffing Development and Pay policy
- SEN/D

TRAINING

- Designated staff with lead responsibility for child protection will undertake :
 - Basic child protection training when first appointed, including training in inter agency procedures
 - Inter-agency training as provided by the LSCB
 - Refresher training every 2 years
- All new staff who will work with children have induction training which includes safeguarding children.
- Newly qualified teachers are expected to receive child protection training as part of the QTS course
- All staff who work with children, including teachers and governors, but do not have designated child protection responsibility should undertake:
 - Basic child protection training appropriate to their role, including training provided by the designated person, the Children's Service or the LSCB
 - Refresher training every 3 years

GUIDANCE

Key government guidance to which we have had regard in devising this policy:

"What to do if you are worried a child is being abused" (2003, republished 2005/2006) Department Health, Dept. Culture Media and Sports, Department Education and Skills, Home Office, Department Deputy Prime Minister, Lord Chancellors Dept.

London Child Protection Procedures, (2011) London Child Protection Committee

"Safeguarding Children in Education" (2004) Department Education and Skills

"Safeguarding Children in Education: Dealing with allegations of abuse against teachers and other staff" (2005) Department Education and Skills

Safeguarding Children in Education - Handbook for Schools and Other Educational Establishments" (2007) London Child Protection Committee

'Working together to Safeguard Children' March 2013

'Keeping Children Safe in Education' April 2014

REPORTING

The designated person reports annually to the school's Governing Body and the Children's Service using the standard reporting form attached to this policy document.

The Annual Report serves two purposes:

1. **To provide a report to the Governing Body on Safeguarding practice that enables the Governing Body to monitor compliance with the requirements of 'Safeguarding Children in Education', DCSF/0027/2004 and to identify areas for improvement.** (*Chapter 15, Guide to Law for Governors, Jan 2005*) *Governing bodies are accountable for ensuring their establishment has effective child protection policies and procedures in place that are in accordance with guidance issued by the Secretary of State, any LEA guidance, and locally agreed inter-agency procedures).*
2. **To be forwarded to the Safeguarding team of the LA so that Safeguarding practices in schools can be monitored and areas for support identified.** (*'Safeguarding Children in Education', DfES/0027/2004 – 24.6 LAs shouldmonitor the compliance of maintained schools with this guidance, in particular in regard to the existence and operation of appropriate policies and procedures, and the training of staff, including the senior person with designated responsibility for child protection. Bring any deficiencies to the attention of the governing body of the school and advise the action needed to remedy them"*).