



## ***Child Protection Policy***

### **1 Introduction**

1.1 The health, safety and well being of all our children are of paramount importance to all the adults who work in our school. Our children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe in our school.

1.2 In our school we respect our children. The atmosphere within our school is one that encourages all children to do their best. We provide opportunities that enable our children to take and make decisions for themselves.

1.3 Our teaching of personal, social, health education and 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 within the school and the wider community. We also teach them how to recognise different risks in different situations, and how to behave in response to them.

### **2 Aims and objectives**

2.1 This policy ensures that all staff in our school are clear about the actions necessary with regard to a child protection issue. Its aims are:

- to raise the awareness of all staff and identify responsibility in reporting possible cases of abuse;
- to ensure effective communication between all staff when dealing with child protection issues;
- to lay down the correct procedures for those who encounter an issue of child protection.

### **3 Procedures**

3.1 The named person who will deal with all Child Protection matters in our school is Maureen Buckby, the Head teacher. In her absence, the deputy named person is Bal Chohan. If both are absent from school then staff should contact Kd Simon, the school administrator, who will contact the above named persons.

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- 3.2 If any member of staff/teacher suspects that a child in his/her class may be a victim of abuse, they immediately inform the named person about their concerns and fill in the paperwork – appendices 3 and 4. Abuse can be of a sexual, emotional or physical nature. It can also be the result of neglect. See Appendices 1 and 2.**
- 3.3 Any action that the named person takes when dealing with an issue of child protection must be in line with the procedures outlined in the Government and LA Child Protection guidelines.**
- 3.4 The school's named co-ordinator will work closely with the LA Children's Social Care department when investigating any allegations of abuse. All parties involved handle such investigations in a sensitive manner, but the interest of the child is of paramount importance.**
- 3.7 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.**
- 3.8 We require all adults employed in school to have an up to date CRB check in order to ensure that there is no evidence of offences involving children or abuse. A central record is kept by the school Administrator. If a concern is about a member of staff then the named person should be told, if the concern involves the named person then the LA Child Protection officer should be alerted.**
- 3.9 LA training for all staff and governors will take place every three years. Temporary staff or staff new to the school will be given an up-to-date copy of the Staff Handbook in which they will find Child Protection policy and procedures. The Deputy Head will include CP in all induction programmes for new staff.**
- 3.10 It is the responsibility of all governors to make sure they have up-to-date knowledge of the school's Child Protection procedures and policy. Governors should aim to take part in the whole school CP training programme.**
- 3.11 This policy will be reviewed by all staff and governors every 3 years. Implementation, monitoring and evaluation of policy and procedures will be on-going and lead by the Head teacher and Chair of Governors or named CP governor.**
- 3.12 This policy and its associated procedures will be made available to parents and will be made reference to on the new school website, Early Years booklet and prospectus.**

**March 2010**

## Appendix 1

The next categories of abuse are recognised for the purposes of the child protection register:

- Neglect: persistent or severe neglect or the failure to protect a child from exposure to any kind of danger, including cold or starvation
- Physical injury: actual or likely physical injury to a child or failure to prevent physical injury (or suffering) to a child
- Sexual abuse: actual or likely sexual exploitation of a child or adolescent
- Emotional abuse: actual or likely severe adverse effect on the emotional and behavioural development of a child caused by persistent or severe emotional ill-treatment or rejection.

**Appendix 2**

# **Child protection**

The Named Person responsible for Child Protection at Spring Grove Primary is Maureen Buckby, Headteacher. In her absence, the Deputy Head, Bal Chohan, will take on this responsibility. If both are off site then Terry Williams, the school administrator, should be alerted and she will make contact with the named person or her deputy.

All concerns must be reported to the named person.

## **Concerns:**

- Concern about, or a change in, a child's behaviour (withdrawn, misbehaving, upset etc)
- Concern about, or a change in, a child's attire and appearance (unclean)
- Concern about, or a change in, the child's educational progress and achievements
- Concern about, or a change in, a child's attendance, or consistent lateness
- Concern about, or a change in, a child's participation and interaction with other children and adults
- Information or evidence that reveals a child is suffering or is at risk of abuse or neglect
- Disclosure – a child turns to you, as a person of trust, to disclose information.

### **In this instance you must;**

- Listen to the child, but not interview or ask to repeat the account.
- Asking questions; particularly leading questions, should be avoided.
- Take it seriously (children rarely lie about abuse)
- 'Listened to' means just that: on no account should suggestions be made as to alternative explanations for his/her worries. Be neutral, avoid touching.
- The child should not be interrupted when recalling significant events
- Care should be taken not to make assumptions about what the child is saying or to make interpretations
- All information should be noted carefully, including as much detail as possible (date, time, settings, who was present, what was said). The account should be recorded verbatim or as near as possible.
- Do not promise confidentiality – the child needs to trust you and you HAVE to pass the information on.

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On receipt of the information the named person must make a decision as to whether there are grounds for suspecting abuse or neglect or potential risk of abuse and to therefore make a referral to the LA Children's Social Care.

The concerns **MUST** be passed on even if you do not feel it warrants a referral. The concern may need monitoring, the parents/carers spoken to etc. if you have a concern it needs to be addressed. Remember confidentiality for the child and family. Children have a right to be safe and we have a responsibility to protect.

### **Appendix 3**

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<b><u>Child's name</u></b>	<b><u>Class</u></b>	<b><u>DOB</u></b>
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**Any relevant background information** (family/social factors, EAL, SEN, context)

**Incident/cause of concern.**  
 Include as much detail as you can recall. If you are recording what a child has said be sure to use their exact words. Continue on the back if required.

Date and time	Type of contact	Detail	Action to be taken	Entry made by

Appendix 4 – Body Map  
Child's Name:

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Date:

Mark on any injuries/suspected injuries and attach to app 3 (include info on size of injury, colour etc)

