

Keeping Children Safe in Education Child Protection Policy

Scheme of Delegation

Approver: *The Gold Rose MAT*

Reviewer: *Safeguarding Leads*

Dates

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Category

A – statutory policy required by educational legislation

B – statutory policy required by other legislation impacting directly on schools

C – statutory other

D – document referenced in statutory guidance

NS – non statutory

Published

School webpage

trust webpage

prospectus

Note: *This document takes account of the most up to date central government information and guidance, at the time of writing. It is subject to change as guided by government policy.*

The Gold Rose MAT is committed to providing a secure environment for pupils, where children feel safe and are kept safe. All adults within the trust recognise that safeguarding is everyone's responsibility irrespective of the role they undertake or whether their role has direct contact or responsibility for children or not.

This policy reflects our active commitment to promote and safeguard the welfare of pupils at our school and should be read in conjunction with the Keeping Children Safe in Education Safeguarding Policy, the Whistle blowing policy, the Code of Conduct and the Extremism and Radicalisation policy

It is the individual responsibility of every member of staff to read, understand and implement this policy, together with their responsibilities as outlined in the policies listed above. These will be discussed with new members of staff during their induction process and copies of these policies will be in their induction packs.

In adhering to this policy, and the procedures therein, staff and visitors will contribute to the trust's delivery of the outcomes to all children, as set out in s10 (2) of the Children Act 2004

We believe that children have a fundamental right to be treated as individuals and feel safe and protected from any form of abuse. We will provide a secure, caring environment, highly skilled and aware staff, and a curriculum which promotes self-esteem, nurtures well-being and empowers children to protect themselves. We will ensure that children who are vulnerable, at risk and have suffered or are likely to suffer significant harm are identified, and appropriate action is taken to keep them safe.

The trust has and will continue to develop a systematic approach towards identification and referral of suspected child abuse to an appropriate agency. We recognise that abuse may be emotional, physical, sexual or take place through neglect.

All those in the trust who come into contact with children and families in their everyday work, including people who do not have a specific role in relation to child protection, have a duty to keep children safe in education. They have a responsibility to provide a safe environment in which children can learn. They have the responsibility to identify children who may be in need of extra help, who are suffering or who are likely to suffer significant harm and they have the responsibility to take appropriate action, working with other services as needed.

The purpose of this policy is to make anyone working in either school aware of common abuse signs and of the procedures that must be followed to protect all children. Staff are expected to be familiar with both and visitors to the schools are to be made aware of Child Protection procedures on arrival at reception.

By issuing the policy, Gold Rose MAT wishes to ensure that all members of staff and volunteers:

- Know the types of harm to which children, young people and vulnerable adults are susceptible;
- Are alert to behaviour, which suggests something may be wrong;
- Are able to talk to someone if they become aware of anything, which causes them to feel uncomfortable;
- Know how to deal with disclosures or observations of alleged or suspected harm and the procedures to follow

The trust also expects staff and volunteers to remember that :

- It is every member of staff's responsibility to report concerns, NOT to decide

whether a concern is or is not abuse

- Only a professionally trained and qualified medical practitioner is able to diagnose whether a physical injury is the result of abuse. Gold Rose MAT staff and partner agencies should report their concerns but avoid diagnosing incidents as abuse.
- Gold Rose MAT advocates a 'No Secrets' approach to the protection of all young people. If a member of staff is unsure about a concern or suspicion, he or she is expected to discuss the matter with the Designated Child Protection Officer.

Recognising signs of child abuse:

There are 4 categories of abuse as follows:

- Physical Abuse
- Emotional Abuse (including Domestic Abuse)
- Sexual Abuse (Including CSE – Child Sexual Exploitation)
- Neglect

The signs to be aware of in children suffering from one of these forms of abuse are clearly described in appendix A

Signs of Abuse in Children:

The following non-specific signs may indicate something is wrong:

- Significant changes in behaviour
- Extreme anger or sadness
- Aggressive and attention-seeking behaviour
- Suspicious bruises with unsatisfactory explanations
- Lack of self-esteem
- Self-injury
- Depression
- Age inappropriate sexual behaviour
- Child Sexual Exploitation.

Risk Indicators

The factors described in this section are frequently found in cases of child abuse. Their presence is not proof that abuse has occurred but:

- must be regarded as indicators of the possibility of significant harm
- justify the need for careful assessment and discussion with designated / named / lead person, manager, (or in the absence of all those individuals, an experienced colleague)
- and may require consultation with and / or referral to Children's Services

The absence of such indicators does not mean that abuse or neglect has not occurred. In an abusive relationship the child may:

- appear frightened of the parent/s
- act in a way that is inappropriate to her/his age and development (though full account needs to be taken of different patterns of development and different ethnic groups)

The parent or carer may:

- persistently avoid child health promotion services and treatment of the child's episodic illnesses
- have unrealistic expectations of the child
- frequently complain about/to the child and may fail to provide attention or praise
- be absent
- be misusing substances
- persistently refuse to allow access on home visits
- be involved in domestic abuse

Staff are expected to be aware of the potential risk to children when individuals, previously known or suspected to have abused children, move into the household.

Allegations against Adults who work with Children

If a member of staff has information which suggests an adult who works with children (in a paid or unpaid capacity) has:

- Behaved in a way that has harmed or may have harmed a child;
- Possibly committed a criminal offence against, or related to, a child;
- Behaved towards a child/ren in a way that indicated s/he is unsuitable to work with children

That member of staff is expected to speak immediately to the Head Teacher/Designated Safeguarding Lead (DSL). The Head Teacher/DSL will consult with/make a referral to the DO (Designated Officer), Safeguarding Children Unit if necessary.

The named member of staff designated for Safeguarding Children at Cippenham School is Danielle Thornton (DSL) and the deputy in the case of absence is Clare Lodge (Deputy Head).

In the event that a complaint is against the DSL or the deputy then this should be informed to the Head Teacher.

The named Governor designated as responsible for Safeguarding at the Academy Council is Mr Richard Fairley.

Please see also the Whistle Blowing Policy (Appendix B)

The Designated Safeguarding Lead (DSL) at Cippenham School has the following responsibilities:

- a) Referring a child if there are concerns about possible abuse, to the Local Authority, and acting as a focal point for staff to discuss concerns. Referrals will be made in writing, following a telephone call using the appropriate referral forms.
- b) Keeping written records of concerns about a child even if there is no need to make an immediate referral in a child of concern file.
- c) Ensuring that all such records are kept confidentially and securely and are separate from pupil records until the child's 25th birthday and delivered by hand or by secure mail to the child's next school.
- d) Ensuring that an indication of the existence of the additional file mentioned above is marked on the pupil records.
- e) Liaising with other agencies and professionals.
- f) Ensuring they know the local Area Child Protection Committee and/or LA procedures, including the DSL's role within them;
- g) Ensuring that they attend case conferences, core groups, or other multi-agency planning meetings, contribute to assessments, and provide a report which can be shared with the parents, as appropriate.
- h) Ensuring that any pupil currently with a child protection plan who is absent in the educational setting without explanation is referred to the relevant Social Worker.
- i) Organising child protection induction, and update training every 3 years, for staff and governors.
- j) Providing an annual report for the Academy Council, detailing any changes to the policy and procedures; training undertaken by the DSL, and by all staff and governors; number and type of incidents/cases, and number of children on the child protection register (anonymised)

All members of Staff within the Gold Rose MAT have the following responsibilities

They must:

- At all times remain vigilant to any signs of abuse;
- Not confront children with suspicions – but rather confide them to the DSL or Deputy DSL within 24 hours;
- Record all information regarding disclosure or suspicions of abuse on a concern form and pass them on to the DSL, with the child's full particulars, a date and a time

- Never ask a child leading questions in an attempt to confirm a suspicion as this could seriously affect criminal proceedings;
- Never agree to allow a child to confide confidentially in you. Always clearly explain that someone who can help will have to be told if you feel the child is at risk. If possible, with the child's consent, invite another member of staff to be present at the discussion

The Governing Board have the following responsibilities:

They must:

- ensure that the school has a Child Protection and Safeguarding Policy, as well as Code of Conduct for all staff, reviewing the policies annually;
- ensure that the school operates safer recruitment procedures, including carrying out necessary checks.
- ensure that a senior leader is the DSL and that DSLs undertake appropriate training;
- ensure that all staff are up to date with safeguarding training.
- nominates a member to liaise with the LA on child protection and safeguarding matters as well as in the event that an allegation of abuse is made against the Principal/Principal;
- monitor the compliance with the requirements outlined in Keeping Children Safe in Education (2020) and identifies areas to improve

APPENDIX 1

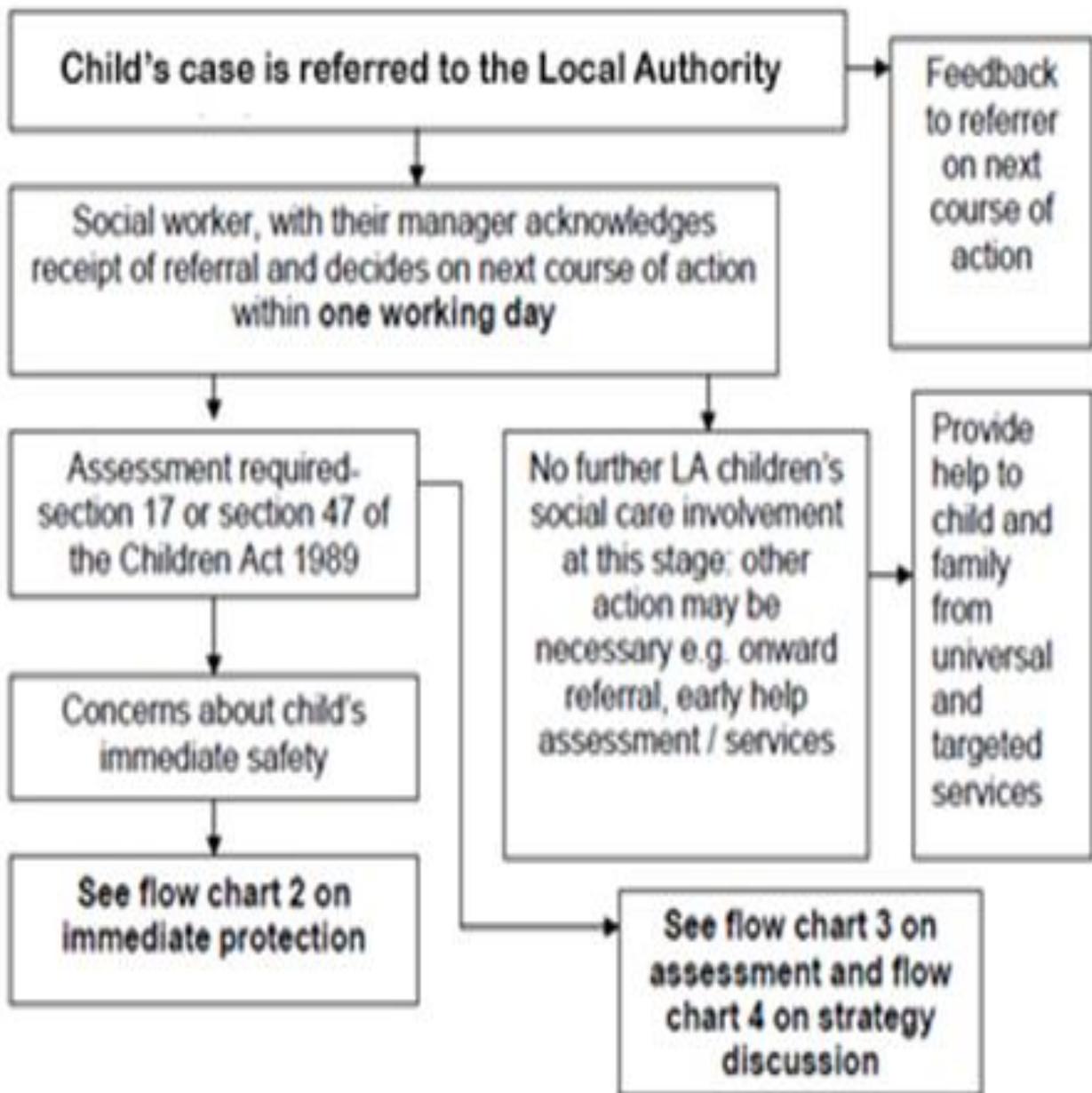
Recognising Physical Abuse

Please reference Appendix 1 in 'Keeping Children Safe In Education – Safeguarding Policy.'

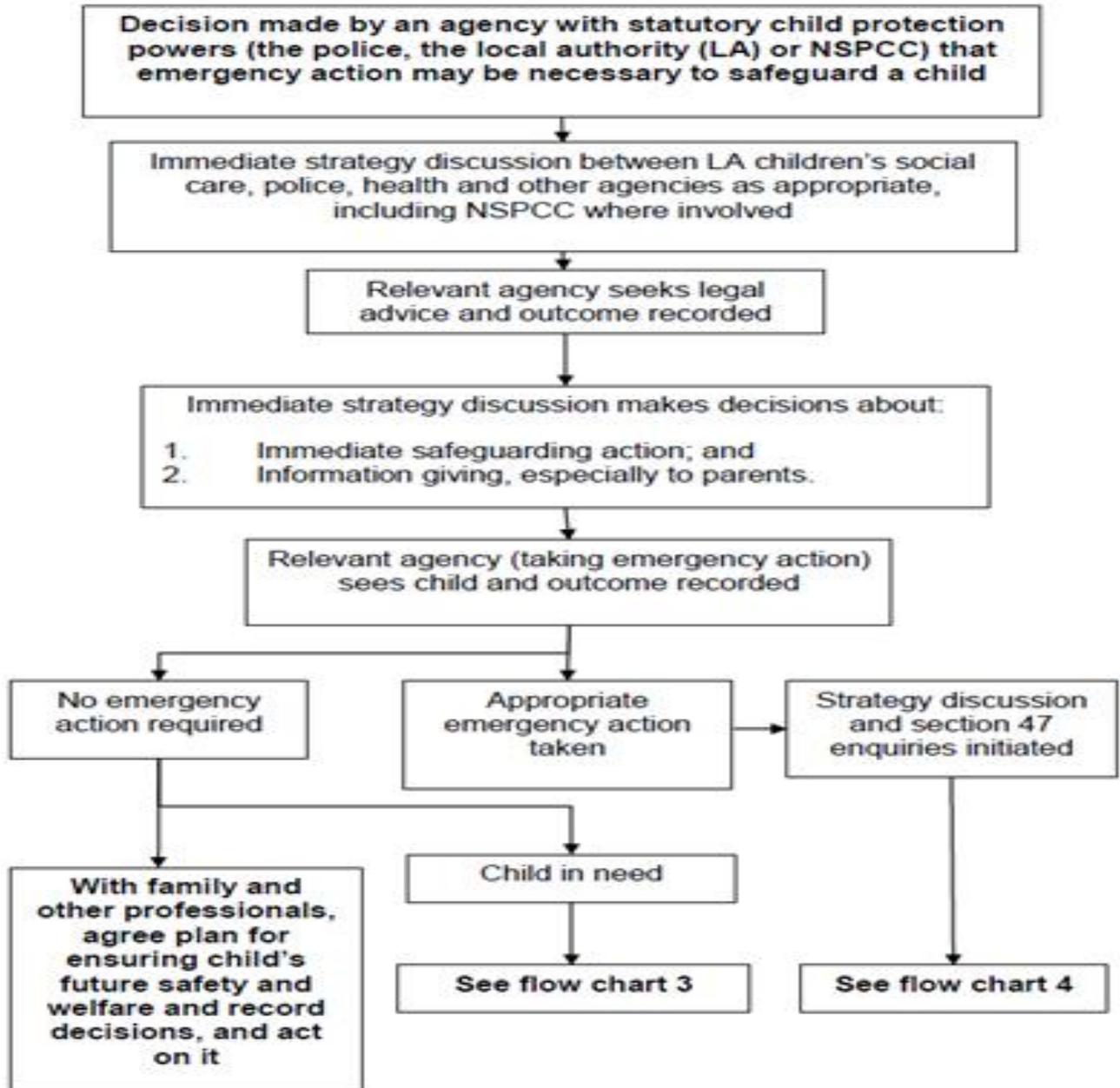
APPENDIX 2

Actions that may take place after making a referral

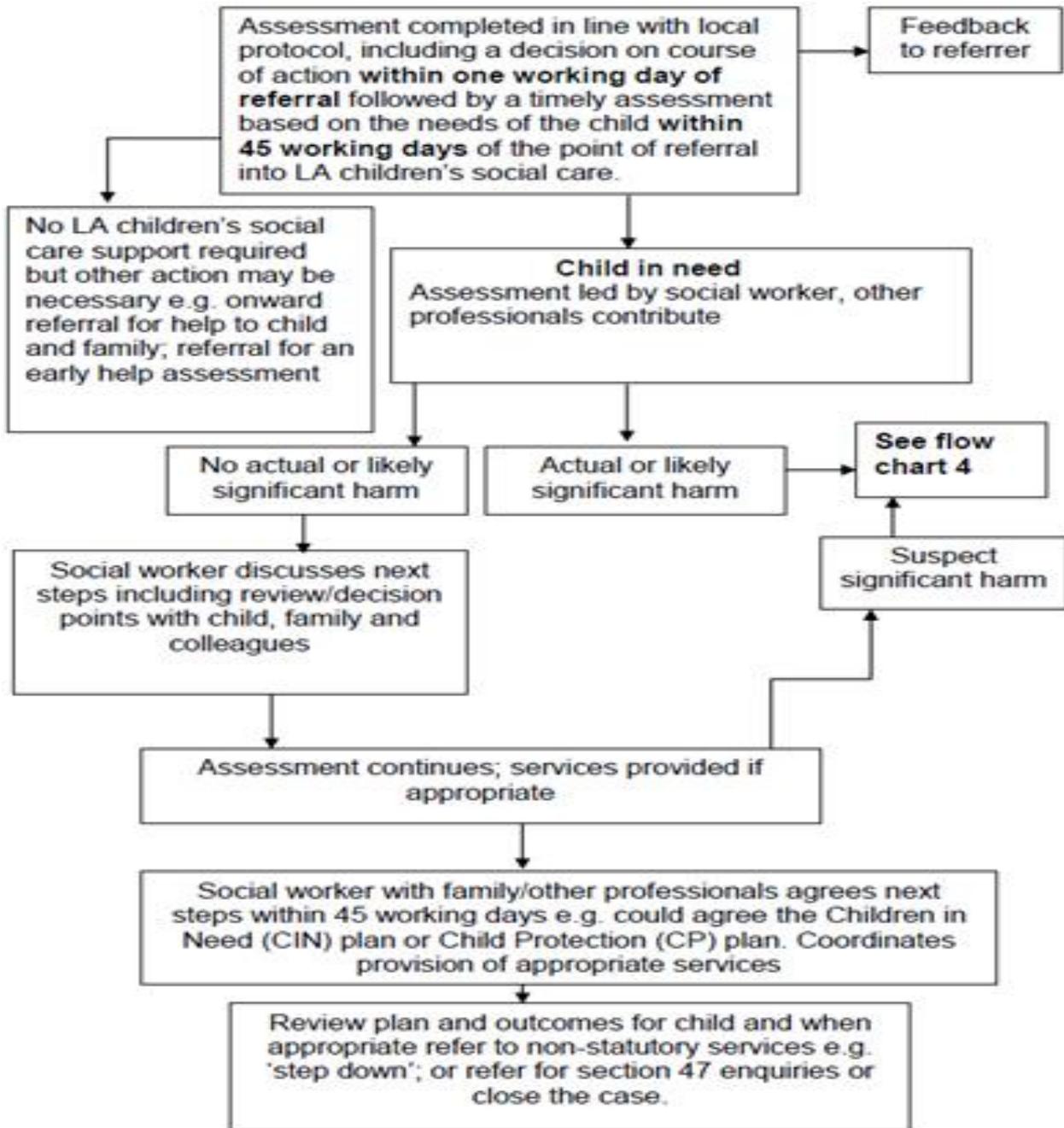
Flow Chart One



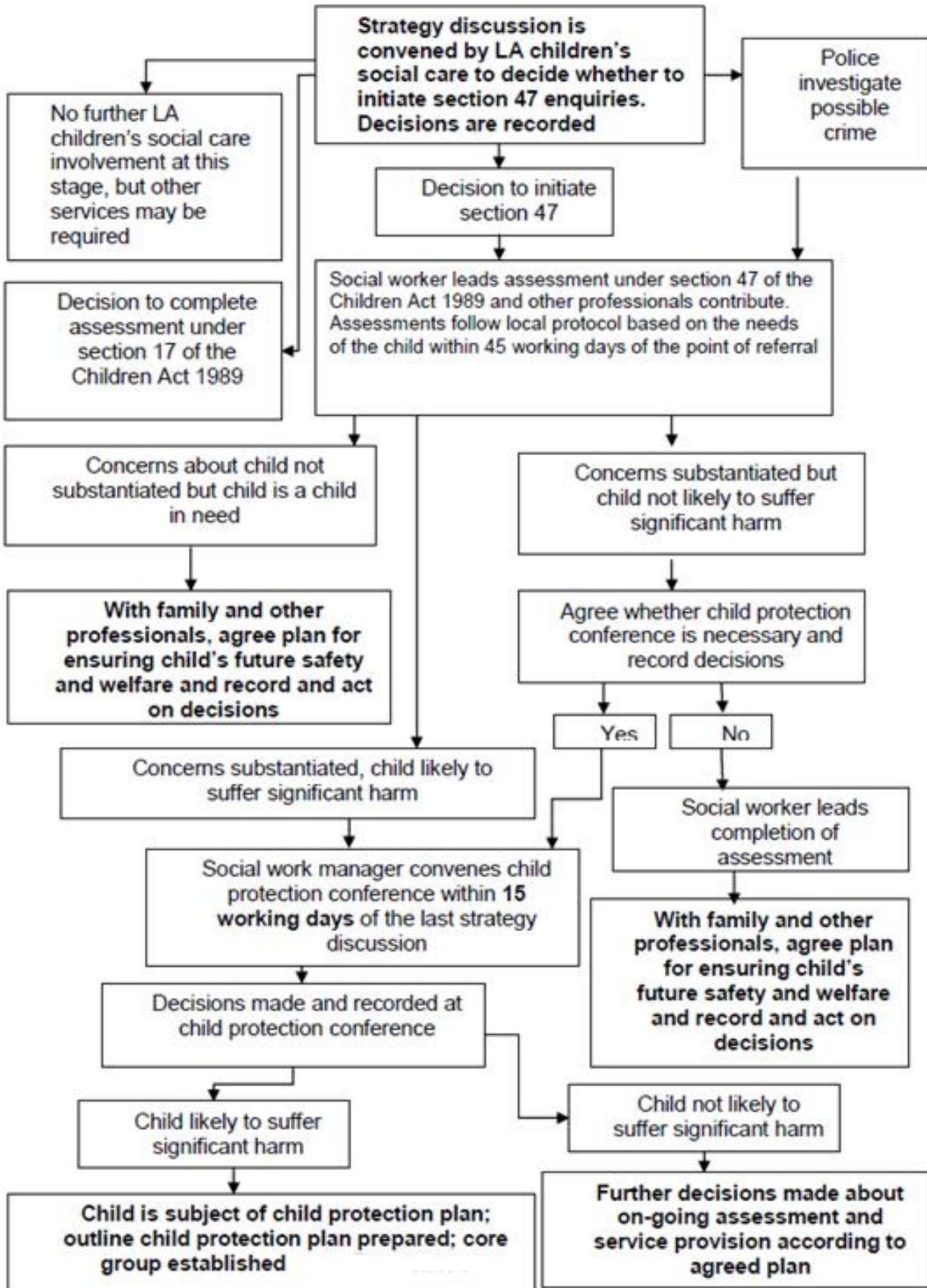
Flow Chart 2



Flow Chart 3



Flow Chart 4



APPENDIX 3

Whistleblowing policy

(Schools HR Co-operative August 2006)

1. Introduction

All employees at one time or another have concerns about what is happening at work. Usually these concerns are easily resolved. However, when they are about unlawful conduct, financial malpractice, health and safety risks to the public or to other employees, damage to the environment, possible fraud or corruption, sexual or physical abuse of clients or any other unethical conduct, it can be difficult to know what to do.

You may be worried about raising such issues or may want to keep the concerns to yourself, perhaps feeling it's none of your business or that it's only a suspicion. You may feel that raising the matter would be disloyal to colleagues, managers or to the school. You may decide to say something but find that you have spoken to the wrong person or raised the issue in the wrong way and are not sure what to do next. You may also fear that you could be harassed or victimised.

The school is committed to the highest possible standards of openness, probity and accountability. It expects that its employees who have serious concerns about anything that is happening in the school to come forward and raise those concerns. The school, however, recognises that employees need to be supported and have confidence that any concerns will be treated appropriately. The purpose of this policy, which is based on the Public Interest Disclosure Act 1998, is to enable you to raise your concerns about such malpractice at an early stage and in the right way. The school would rather that you raised the matter when it is just a concern rather than wait for proof.

The policy is intended to apply not only to employees but also to contractors working for the school on school premises. It also covers suppliers and those providing services under a contract with the school.

This policy is primarily for concerns where the interests of others or of the school itself are at risk. If you have a concern about your employment with the school this should be raised through the school's Grievance Procedure. The school also has policies to cover the situation where you personally are the victim of bullying or harassment. If in doubt - raise it.

2. Purpose of the policy

2.1 The policy aims to encourage staff and others to feel confident in raising serious concerns by providing clear avenues through which those concerns can be raised and reassuring staff who raise concerns that they will not be victimised if they have a reasonable belief and the disclosure was made in good faith.

2.2 The policy will ensure that staff and others who raise concerns receive a response and are informed about how their concerns are being dealt with.

3. Safeguards

3.1 The school is committed to good practice and high standards and wants to be supportive of employees. The school recognises that the decision to report a concern can be a difficult one to make. If you raise a genuine concern under this policy you should have nothing to fear because you will be doing your duty to the school.

3.2 The school will not tolerate any harassment or victimisation (including informal pressures) and will take appropriate action to protect you when you raise a concern in good faith.

3.3 Any investigation into allegations of potential malpractice will not influence, or be influenced by, any disciplinary or redundancy procedures that may already affect you.

3.4 All concerns will be treated in confidence and every effort will be made not to reveal your identity if you so wish. At the appropriate time, however you may need to come forward as a witness.

3.5 You should, whenever possible put your name to your allegation, as concerns expressed anonymously are much less powerful. The school will exercise discretion in considering anonymous allegations if the issue raised is sufficiently serious - e.g. involving child protection issues, individual or public safety, corruption, waste or other impropriety - and credible and there is a likelihood of confirming the allegation from other sources.

3.6 If you make an allegation in good faith, but it is not confirmed by the investigation, no action will be taken against you. If, however, you make an allegation frivolously, maliciously or for personal gain, disciplinary action may be taken against you.

4. How to raise a concern

4.1 It is normally expected that concerns will be raised in the first instance with your immediate line manager. However, if the matter is of an extremely sensitive or serious nature, or you believe management to be involved, you should approach the Principal/Principal or Chair of Academy Council, who will be able to provide you with advice/guidance on how to pursue matters of concern.

4.2 Concerns may be raised verbally or in writing. If you wish to make a written report it is suggested that you include the background and history of the concern with relevant dates and the reason why you are particularly concerned about the situation.

4.3 You will need to demonstrate to the person contacted that there are reasonable grounds for your concern.

4.4 Your trade union representative, a colleague or a friend may accompany you at any meetings or interviews in connection with the concerns you have raised.

5. How the school will respond

5.1 Once you have raised your concern, the school will determine what action should be taken initially.

5.2 As appropriate, matters raised may:

- be investigated by the school through the disciplinary process
- be referred to the police
- be referred to the local authority
- form the subject of an independent investigation

5.3 In deciding how to deal with the concern raised, the overriding principle which the school will have in mind is the public interest. Concerns or allegations that fall within the scope of specific procedures e.g. child protection will normally be referred for consideration under those procedures. Some concerns may be resolved by agreed action without the need for investigation. If urgent action is required this will be taken before any investigation is conducted.

5.4 Within ten working days of a concern being raised, the person with whom you have raised the concern will write to you acknowledging that the concern has been received and indicating how the school proposes to deal with the matter. If there is an on-going investigation the person responsible for that investigation will provide you with updates on how the matter is progressing and inform you of the outcome of the investigation, subject to any legal constraints.

5.5 The school will take steps to minimise any difficulties, which you may experience as a result of raising a concern. For instance, if you are required to give evidence in criminal or disciplinary proceedings the school will arrange for you to receive advice about the procedure and any support and counselling you may require.

6. The responsible officer

The Principal/Principal has overall responsibility for the maintenance and operation of this policy. The Principal/Principal will maintain a record of concerns raised, and the outcomes, in a form that does not endanger your confidentiality, and will report as necessary to the board of governors and/or local authority.

7. External contacts

While the school hopes this policy gives you the reassurance you need to raise such matters internally, it recognises that there may be circumstances where you can properly report matters to outside bodies, such as the local authority or the police. Your union or Citizens Advice Bureau will be able to advise you on such an option and on the circumstances in which you may be able to contact an outside body safely.