

# English Martyrs' RC Primary School



## Safeguarding Policy November 2016

## School Safeguarding Young People Policy

### **Purpose and aim**

English Martyrs' RC Primary School's whole-school safeguarding policy aims to provide clear direction to staff and others about expected codes of behaviour in dealing with Safeguarding issues. The policy also aims to make explicit the school's commitment to the development of good practice and sound procedures. The purpose of the policy is, therefore, to ensure that Safeguarding concerns and referrals are handled sensitively, professionally and in ways that support the needs of the child's well being.

### **Introduction**

English Martyrs' RC Primary School fully recognises the contribution it can make to safeguard the children and support the pupils in its care. There are three main elements to English Martyrs' school's safeguarding policy:

1. prevention (positive school atmosphere, careful and vigilant teaching, pastoral care, support to pupils, providing good adult role models)
2. protection (following agreed procedures, ensuring staff are trained and supported to respond appropriately and sensitively to Safeguarding concerns)
3. support (to pupils and school staff and to children who may have been abused)

**This policy applies to all employees of English Martyrs' RC Primary school**

### **Framework**

Schools do not operate in isolation.

Safeguarding is the responsibility of all adults especially those working with children. All staff have received the revised documentation KCSIE as part of our ongoing updates and training on safeguarding pupils 06/09/2016. The development of appropriate procedures and the monitoring of good practice are the responsibilities of Sunderland Safeguarding Children Board.

***'We are committed to respond in accordance with Sunderland Safeguarding Children Board in all cases where there is a concern about significant harm'***

### **Significant Harm**

Local Authorities duty is to investigate (S47 of the Children Act 1989). Where a Local Authority is informed that a child who is living, or is found, in their area is either subject to an emergency protection order, Police protection or they have reasonable cause to suspect suffering or is likely to suffer significant harm they must make such enquiries as necessary to promote or safeguard the child's welfare. Children's Services Social Care undertake this responsibility on behalf of the Authority once a referral has been made.

Harm means ill treatment or the impairment of health or development; development means physical, intellectual, emotional, social or behaviour development.

Health means physical or mental health.

Ill-treatment includes sexual abuse and forms of ill-treatment which are not physical.

**Note:** harm now includes the impairment of a child's health

Or development as a result of witnessing the ill treatment of another person  
(*Adoption and Children Act 2002*)

### Information for Parents

Parents/Carers should be aware that the school will take any reasonable action to safeguard the welfare of its pupils. In cases where the school has reason to be concerned that a child may be subject to significant harm, ill-treatment, neglect or other forms of abuse, staff have no alternative but to follow the Sunderland Safeguarding Children Board Procedures and inform the Children's Services Social Care or the Protection of vulnerable people unit of their concern.

### **Roles and Responsibilities**

All adults working with or on behalf of children have a responsibility to protect children. Within English Martyrs' school the following individuals have special responsibilities: -

- Mrs P. Cornell (Designated Person) Mrs A. Pescod and Mrs H. Hughes (Nominated Deputies)
- Role: to co-ordinate all matters relating to safeguarding issues. These will include:
  - Dealing with reports of abuse against children
  - Dealing with complaints against staff (employees of English Martyrs' School) and volunteers
  - Making referrals, if appropriate, to Children's Services Social Care Initial Response Team (IRT) or for allegations to the Local Authority Designated Officer (LADO -)
  - Keeping the Headteacher fully informed of all Safeguarding issues that may arise
  - Ensuring that the Designated Person and the Nominated Deputy receive training in Safeguarding every 2 years
  - Ensuring all staff /governors (employees of English Martyrs' School) receive training in Safeguarding every 3 years
  - Ensuring that all new staff (employees of English Martyrs' School) are properly inducted in safeguarding issues
  - Liaise with the school governor with special responsibility for Safeguarding as appropriate

Mrs D. Minnican (school governor with special responsibility for Safeguarding)  
Role: to liaise with the Designated Person on matters relating to Safeguarding issues and participate in the annual review of policy.

Details of the Designated Person and the Nominated Deputy and Safeguarding Governor should be displayed in the school / setting and be included in the information for parents either in pamphlet form or on website

### **Procedures**

The designated person will be informed immediately by an employee of the school, pupil of the school, parent of the school, other persons, in the following circumstances

- Suspicion that a child is being harmed
- There is evidence that a child is being harmed

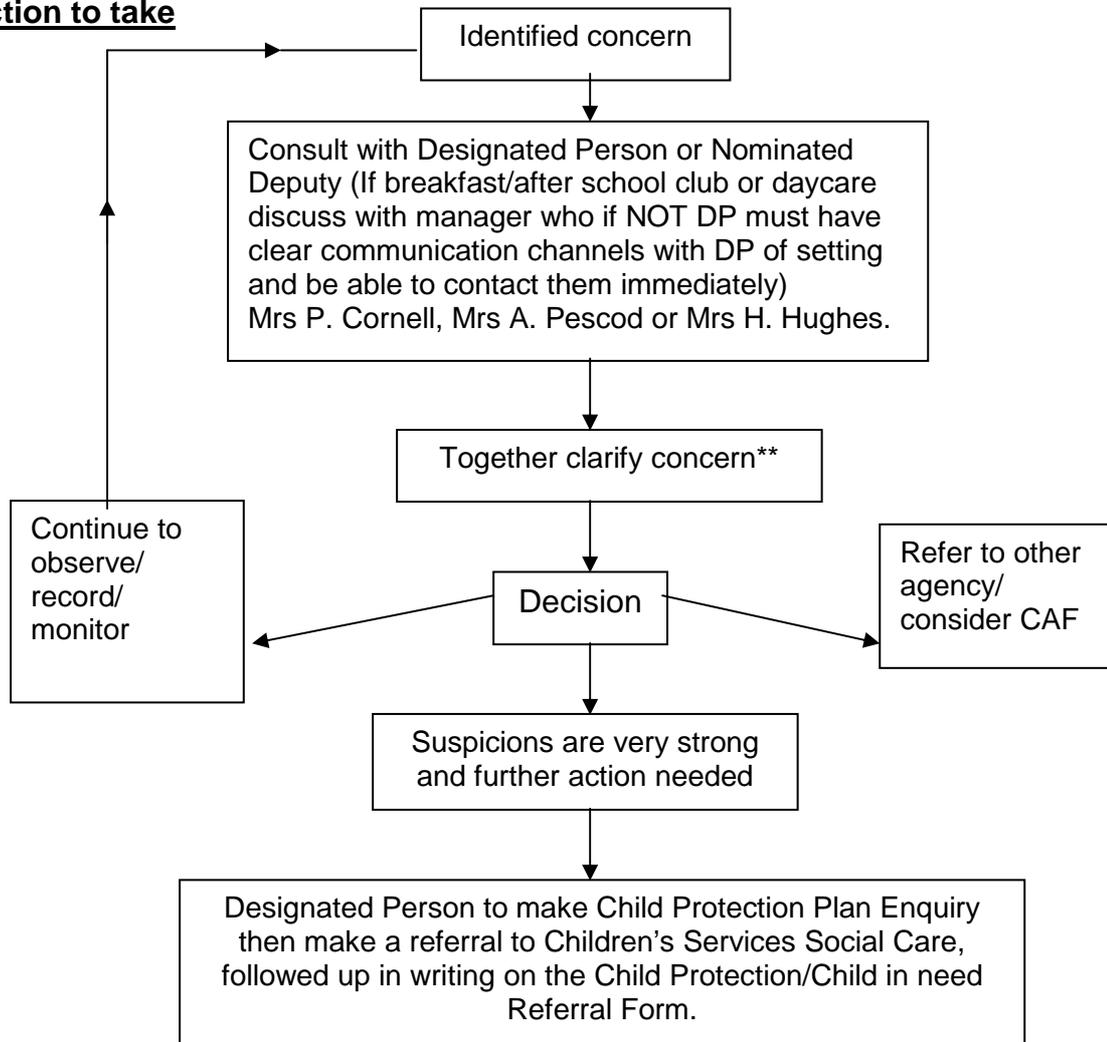
The Designated person will keep a full record of concerns raised and make referrals to Children's Services Social Care/Police if necessary. The head teacher will be kept informed at all times.

## Referrals

Channels of communication should be quick and clear:

### Suspected Child At Risk

#### Action to take



\*\* Any member of staff who is unhappy with the joint decision made with the Designated Person can contact the Education Safeguarding Team

\*\*\* If unhappy about the outcome of the referral to Children's Services Social Care/ Police, consider the Professional Differences Procedure in Chapter 3 of the SSCB Safeguarding Children Procedures which can be found at [www.sunderlandscb.com](http://www.sunderlandscb.com).

## **Safe schools/ Safe Staff**

Governors have agreed and ratified the following policies which must be read in conjunction with this policy

### **Whistle Blowing**

English Martyrs' school's Whistle Blowing Policy provides guidance to staff and volunteers on how they can raise concerns and receive appropriate feedback on action taken, when staff have concerns about any adults behaviour.

### **Complaints / Allegation Management Towards or with a Child or Adult**

A Safeguarding complaint involving a member of staff must be reported to the Head teacher immediately. If the complaint involves the Headteacher then the next most senior member of staff must be informed and the Chair of Governors. Consultation without delay with the LADO Sarah Storer Tel: 561 7097 will determine what action follows. A multi agency strategy meeting may be arranged to look at the complaint in its widest context, the Headteacher /a senior member of school staff must attend this meeting, which will be arranged by the LADO. All issues must be recorded on the allegation management form and the outcome reached must be noted to ensure closure.

### **Training and Support**

English Martyrs' School ensure that the Head teacher, Designated Person & Nominated Deputy and governor with special responsibility for Safeguarding receive training relevant to their role. The school also ensure that all its employees are kept informed about Safeguarding issues through a programme of staff Inset, and safeguarding awareness raising every 3 years.

### **Professional Confidentiality**

Confidentiality is an issue which needs to be understood by all those working with children, particularly in the context of Safeguarding. English Martyrs' School recognises that the only purpose of confidentiality in this respect is to benefit the child. . (See Chapter 1 of the Sunderland Safeguarding Children Board (SSCB) Safeguarding Children Procedures ([www.sunderlandscb.com](http://www.sunderlandscb.com))).

### **Records and Monitoring**

Well-kept records are essential to good Safeguarding practice. English Martyrs' School is clear about the need to record any concerns held about a child or children within its care, following EST guidelines and proformas.

### **Attendance at Safeguarding Conferences**

In the event of English Martyrs' School being invited to attend Child Protection conferences, the Designated Person will represent the school and provide information relevant to Child Protection conference (Initial/Review). Using the proforma in Sunderland Safeguarding Children Board Procedures which can be found at [www.sunderlandscb.com](http://www.sunderlandscb.com).

## **Supporting Children**

English Martyrs' School recognises that children who are abused or who witness violence may find it difficult to develop a sense of self-worth and to view the world in a positive way. English Martyrs' School may be the only stable, secure and predictable element in the lives of some of the children under its care. The school, therefore, recognises that such children might exhibit challenging and defiant behaviour and will take careful note of the context of such behaviour.

English Martyrs' School also recognises that some children who have experienced abuse may in turn abuse others. This requires a considered and sensitive approach in order that the child can receive appropriate help and support.

English Martyrs' School will endeavour to support all its pupils through:

- The curriculum, to encourage self-esteem and self-motivation, self protection.
- The school ethos, which promotes a positive, supportive and secure environment and which gives all pupils and adults a sense of being respected and valued
- A coherent management of behaviour and discipline policy & procedures inclusive of the use of reasonable force
- Liaison with other professionals and agencies who support children and parents
- A commitment to develop productive, supportive relationships with parents whenever it is in the child's interest to do so
- The development and support of a responsive and knowledgeable staff group whose role it is to respond appropriately in Safeguarding situations.

English Martyrs' school recognises that, statistically, children with behavioural difficulties and disabilities are the most vulnerable to abuse. School staff who work, in any capacity, with children with profound and multiple disabilities, sensory impairment and/or emotional and behavioural problems will need to be particularly sensitive to signs of abuse. School staff must give consideration to children who are subject to a statement of special needs, or have a medical condition as these can mask safeguarding issues and must not be dismissed.

English Martyrs' school also recognises that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support and protection.

This policy should be read in conjunction with other related policies in school.

These include:

- School Recruitment and Selection policy  
The school will operate safe recruitment practice throughout the whole process adhering to 'Safeguarding Children and Safer Recruitment in Education Nov 2007', with trained staff on all interview panels

- Sunderland's Guidance for Safer working practices for adults who work with young people. The school will ensure that all staff and volunteers are aware of the need for maintaining appropriate and professional boundaries in their relationships with young people and agree to work within all policies and procedures to safeguard both children and adults.
- The school will ensure that staff and volunteers are aware that sexual relationships with pupils aged under 18 are unlawful and could result in legal proceedings taken against them under the Sexual Offences Act 2003 (Abuse of position of trust)
- Behaviour & Discipline Policy – inclusive of the Use of Reasonable Force
- Anti-Bullying Policy
- Inclusion & Special Education Needs Policy
- The Schools Educational Visits / Off Site policy (reviewed annually) reflects the consideration we give to the Safeguarding of our children both within the school environment and when away from the school when undertaking school trips and visits.
- Photographic & digital imagery policy with parental consent forms annually signed
- Administration of medicines policy and procedures with trained staff who manage this
- Attendance Management
- Looked after Children Policy
- Single Equality Scheme

This template has been informed by the following legislation and national & local guidance

- Education Act 2002 Section 175
- Framework for the Assessment of Children and Families
- Children Act 1989/2004
- Working together to safeguard children DOH (2013)
- Sunderland Safeguarding Children Board Procedures ([www.sunderlandscb.com](http://www.sunderlandscb.com)) - Sunderland City Council procedures for dealing with allegations/complaints against staff/strategy meetings
- Data Protection Act 1998
- Sexual Offences Act 2003
- Safeguarding Vulnerable Groups Act 2006
- Freedom of Information Act 2000

This Policy will be reviewed annually or in light of any changes in legislation and/or guidance.

This policy must be ratified by the governing body signed/dated by both the Head teacher and chair.

Whole-School Policy on Safeguarding

**Children and Young People**

**School.** English Martyrs' RC Primary

<b>Academic Year</b>	<b>Designated Person</b>	<b>Nominated Deputy Designated Person</b>	<b>Nominated safeguarding Governor</b>
<b>2016-2017</b>	<b>P. Cornell</b>	<b>A. Pescod H. Hughes</b>	<b>D. Minnican</b>

<b>Review Date</b>	<b>Changes made</b>	<b>Ratification Date by Governing Body</b>
<b>November 2017</b>	<b>Nominated Deputy for Child Protection has changed. The name of the Child Protection form for referrals has been changed to Child Protection/Child in Need.</b>	<b>22.11.16</b>