

**ST JAMES' CATHOLIC PRIMARY
AND NURSERY SCHOOL**



SAFEGUARDING POLICY

POLICY STATEMENT

St James' School fully recognises that it has a pastoral duty and Christian responsibility towards all its pupils and therefore firmly places their care at the centre of its work. The school also accepts its duty to assist the Social Services Department acting on behalf of the children in need or enquiring into allegations of child abuse.

The school recognises that because of its regular contact with individual children, teachers and other members of staff are well placed to observe outward signs of abuse and changes in behaviour. The school is committed to responding appropriately in all cases where there is concern, and acknowledges the responsibilities which it has with regard to the protection of children from abuse and from inadequate or inappropriate care.

INTERNAL PROCEDURES

The school has a Designated Safeguarding Lead (DSL). At present the DSL is the Headteacher, Mrs Jackie Walker.

All staff have been made aware of this.

The responsibilities of the DSL are:

1. To ensure that effective communication and liaison with Social Services and other agencies takes place as appropriate in the event of staff having concerns about a pupil.
2. To ensure that all staff have an understanding of child abuse and its main indicators, and are aware of the school's and their own child protection responsibilities.
3. To support and advise staff in their child protection work.
4. To maintain her own and her staff's knowledge and awareness of the issues, policy and practice of child protection, through regular attendance at appropriate training courses.
5. To inform the Social Services Child Protection Manager if a pupil on the child protection register leaves for another school/authority.

THE RESPONSIBILITIES FOR THE HEADTEACHER ARE:

1. To give a lead to all staff in emphasising the importance of their child protection role.
2. To support the DSL. and assistant DSLs in his/he/their responsibilities
3. To ensure that the school is represented appropriately at child protection case conferences.
4. To ensure that strategies for personal education addressing child protection issues are delivered via the curriculum, anti-bullying procedures, assemblies.
5. To ensure that commitments to child protection training are discharged.
6. To deal with any abuse allegations against a member of staff in accordance with Tameside Child Protection Committee procedures.
7. To ensure that school policy and procedures on child protection are regularly reviewed and evaluated.

THE RESPONSIBILITIES OF THE GOVERNING BODY ARE:

1. To approve the school policy and procedures on child protection.
2. To monitor and evaluate annually the school child protection policy.
3. To appoint a nominated governor to liaise with DSL.

THE RESPONSIBILITIES OF ALL STAFF ARE:

1. In the event of a member of staff (teaching or non-teaching) having a child protection concern about a pupil, she/he will immediately inform the DSL. and record accurately the events giving rise to the concern.
2. Individual staff will be given as much information as necessary in order for them to help the child concerned. This will be given at a confidential meeting with the staff member, one of the assistant DSLs and/or Headteacher.
3. Whenever information is given, care will be taken to indicate its sensitivity and emphasise confidentiality required.

4. When a pupil leaves, the school will pass on immediately to the receiving school the full contents of the record, including on-going concerns. If the receiving school is not known the Educational Welfare Service is to be informed so that enquiries can be made.
5. To access information via the Tameside Safeguarding Children Board website.

PARENTS

All parents of prospective pupils are informed of the school's policy towards child protection through the following statement in the school prospectus.

“Because of day to day contact with children, schools are particularly well placed to observe outward signs of abuse, changes in behaviour, or failure to develop. Parents should be aware, therefore, that where it appears to a member of school staff that a child may have been abused the school is required, as part of Tameside Child Protection Procedures, to report their concern to the Social Services Department Immediately.”

LISTENING TO CHILDREN – DISCLOSURES

1. The school recognises the importance of staff listening attentively to children at all times, and is committed to ensuring that any child who wishes to disclose abuse should be assisted in doing so.
2. Staff should be aware that the way in which they talk to a child can have an effect on the evidence which is put forward if there are subsequent criminal proceedings. Therefore any early discussions with the child should as far as possible adhere to the following guidance.
 - (a) Listen to the child, do not directly question, never promise confidentiality.
It is your responsibility to pass on information.
 - (b) Never stop a child who is freely recalling significant events. Reassure the child that you take information seriously.
 - (c) Do make a careful note of the discussion recording the timing, setting and personnel present, as well as what was said.
 - (d) Record all subsequent events up to and beyond referral to CSC. A referral of sexual abuse must be made to Child Protection Duty Team, Parents **MUST NOT** be informed at this point.

Female genital mutilation (FGM)

All school staff must be alert to the possibility of a girl being at risk of FGM, or already having suffered FGM. If staff members are worried about someone who is at risk of FGM or who has been a victim of FGM, they must share this information with social care or the police.

Victims of FGM are most likely to come from communities that are known to adopt this practice. It is important to note that the child may not yet be aware of the practice or that it may be conducted on them, so it is important for staff to be sensitive when approaching the subject.

If a member of school staff has a concern, they should activate local safeguarding procedures.

As of October 2015, Section 75 of the Serious Crime Act places a statutory duty upon teachers to report to the police any discovery, whether through disclosure by the victim or visual evidence, of FGM on a girl under 18.

Teachers failing to report such cases will face disciplinary action.

Teachers will not examine pupils, and so it is rare that they will see any visual evidence, but they must report to the police where an act of FGM appears to have been carried out

Child sexual exploitation (CSE)

CSE involves exploitative situations, contexts and relationships where a child may receive something, such as food, gifts or in some cases simply affection, as a result of engaging in sexual activities.

CSE can take many forms but the perpetrator will always hold some kind of power over the victim. It is important to note that some young people who are being sexually abused do not exhibit any external signs of abuse.

The school has adopted the following procedure for handling cases of CSE, as outlined by the DfE:

Step one – Identifying cases

School staff members are aware of and look for the key indicators of CSE, these are as follows:

- Going missing for periods of time or regularly going home late
- Regularly missing school
- Appearing with unexplained gifts and new possessions
- Associating with other young people involved in exploitation

- Having older boyfriends or girlfriends
- Undergoing mood swings or drastic changes in emotional wellbeing
- Displaying inappropriate sexualised behaviour

Step two – Referring cases

Where CSE, or the risk of it, is suspected, staff will discuss the case with the dedicated member of staff for child protection. If after discussion a concern still remains, local safeguarding procedures will be triggered, including referral to the Tameside Public Service Hub.

Step three – Support

The LA and all other necessary authorities will then handle the matter to conclusion. The school will cooperate as needed.

Preventing radicalisation

This school has responsibility for all aspects of children's safety and well-being. This means that our safeguarding responsibilities are wide to include all potential risks to children.

From 2015 all schools need to comply with the 'Prevent Duty' and ensure that we recognise and respond to any child appearing to be vulnerable to radicalisation. Whilst this is likely to be a rare occurrence we will offer support and guidance to any child who appears vulnerable to exploitation of this kind.

Introduction

From 1 July 2015 all schools, registered early years childcare providers and registered later years childcare providers are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015, in the exercise of their functions, to have "due regard to the need to prevent people from being drawn into terrorism". This duty is known as the Prevent duty. It applies to a wide range of public-facing bodies. Bodies to which the duty applies must have regard to the statutory guidance.

In order for schools and childcare providers to fulfil the Prevent duty, it is essential that staff are able to identify children who may be vulnerable to radicalisation, and know what to do when they are identified. Protecting children from the risk of radicalisation is seen as part of schools' and childcare providers' wider safeguarding duties, and is similar in nature to protecting children from other harms (e.g. drugs, gangs, neglect, sexual exploitation), whether these come from within their family or are the product of outside influences.

We will actively assess the risk of children being drawn into terrorism. Staff will be alert to changes in children's behaviour which could indicate that they

may be in need of help or protection. Staff will use their professional judgement to identify children who may be at risk of radicalisation and act appropriately – which may include making a referral to the Channel programme. The school will work with the LSCB as appropriate.

Training

The school's designated safeguarding lead will undertake Prevent awareness training to be able to provide advice and support to other staff on how to protect children against the risk of radicalisation. The designated safeguarding lead will hold formal training sessions with all members of staff to ensure they are aware of the risk indicators and their duties regarding preventing radicalisation.

Any member of staff who identifies such concerns, as a result of observed behaviour or reports of conversations, must report these to the designated safeguarding lead.

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism. There is no single way of identifying an individual who is likely to be susceptible to an extremist ideology. It can happen in many different ways and as with managing other safeguarding risks, staff should be alert to changes in children's behaviour which could indicate that they may be in need of help or protection. School staff should use their professional judgement in identifying children who might be at risk of radicalisation and act proportionately which may include making a referral to the Channel programme.

The statutory Prevent guidance summarises the requirements on schools in terms of four general themes: risk assessment, working in partnership, staff training and IT policies.

- Schools are expected to assess the risk of children being drawn into terrorism, including support for extremist ideas that are part of terrorist ideology. This means being able to demonstrate both a general understanding of the risks affecting children and young people in the area and a specific understanding of how to identify individual children who may be at risk of radicalisation and what to do to support them. Schools and colleges should have clear procedures in place for protecting children at risk of radicalisation. These procedures may be set out in existing safeguarding policies. It is not necessary for schools and colleges to have distinct policies on implementing the Prevent duty.
- The Prevent duty builds on existing local partnership arrangements. For example, governing bodies and proprietors of all schools should ensure that their safeguarding arrangements take into account the policies and procedures of Local Safeguarding Children Boards (LSCBs).
- The Prevent guidance refers to the importance of Prevent awareness training to equip staff to identify children at risk of being drawn into terrorism

ICT policy

The school will ensure that suitable filtering systems are in place to prevent children accessing terrorist and extremist material.

Channel

School staff should understand when it is appropriate to make a referral to the Channel programme. Channel is a programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. It provides a mechanism for schools to make referrals if they are concerned that an individual might be vulnerable to radicalisation. An individual's engagement with the programme is entirely voluntary at all stages.

Children missing from education

A child going missing from school is a potential indicator of abuse and neglect. Staff will monitor children that go missing from school, particularly on repeat occasions, and report them to the designated safeguarding lead – following normal safeguarding procedures.

In order to ensure accurate data is collected to allow effective safeguarding, the school will inform the LA of any pupil who is going to be deleted from the admission register where they:

- Have been taken out of school by their parents and are being educated outside the school system, e.g. home education.
- Have ceased to attend school and no longer live within a reasonable distance of the school.
- Have been certified by the school medical officer as unlikely to be in a fit state of health to attend school before ceasing to be of compulsory school age, and neither he/she nor his/her parent has indicated the intention to continue to attend the school after ceasing to be of compulsory school age.
- Are in custody for a period of more than four months due to a final court order and we do not reasonably believe they will be returning to the school at the end of that period.
- Have been permanently excluded.

The local authority must be notified when a school is to delete a pupil from its register under the above circumstances. This should be done as soon as the grounds for deletion are met, but no later than deleting the pupil's name from the register. It is essential that schools comply with this duty, so that local authorities can, as part of their duty to identify children of compulsory school age who are missing education, follow up with any

child who might be in danger of not receiving an education and who might be at risk of abuse or neglect.

INTERNAL PROCEDURES RESPONSE

CHILD SUSPECTED OF
BEING ABUSED



IS CHILD IN NEED OF – YES →

CHECK WITH DSL./H.T.

IMMEDIATE MEDICAL

ARRANGE IMMEDIATE

ASSISTANCE

MEDICAL CARE



NO

DISCUSS WITH DSL./H.T.

DSL./H.T. CONTACT



SOCIAL SERVICES

DSL. & H.T. DECIDE IF



SOCIAL SERVICES SHOULD



BE CONTACTED



YES

NO



DSL. CONTACT

RECORD MADE



SOCIAL SERVICES

OF INCIDENT



AND REQUESTS

KEEP ALERT!



CONSULTATION



→ → → → → → → → RECORD MADE OF INCIDENT AWAIT
FURTHER CONTACT OF S.S.

INFORMATION AND RECORDS

1. All records and witness statements relating to child protection concerns and cases will be kept in a file marked "Safeguarding" in the lockable cabinet in the Headteacher's office until we change the system to CPOMS

TRAINING

The school recognises the importance of regular training for all staff.

1. The DSL. will attend at least one days training every year.
2. All staff both teaching and non-teaching, who come into contact with children will be updated on their child protection responsibilities at least every two years.
3. Anyone joining the school staff, including supply staff, will be briefed fully concerning their responsibilities with regard to child protection procedures.
4. We use the Tameside E.W.O. service. Where attendance is an issue, children will be referred to our designated EWO.

If in doubt the Headteacher would always phone the duty Social Worker for advice and complete their online referral form

C.P. IN THE CURRICULUM

The delivery of the curriculum in general will take into account the needs of all children. However, the curriculum will include material and activities, mainly within P.S.E. which are designed to help children be less vulnerable to abuse.

ST JAMES' CATHOLIC PRIMARY

CHILD PROTECTION

Memo to all personnel and all voluntary helpers in school

Our school recognises that we have a duty to protect all our children, and we acknowledge that we are well placed to observe indications of neglect, changes in behaviour or signs of abuse.

We ask all personnel to follow these abbreviated guidelines.

1. Mrs Walker is the Designated Safeguarding Lead. All staff having concerns about a child should report to her.
2. All matters of this nature must be regarded as highly confidential. All adults are requested not to discuss individual concerns with each other.
3. If a child approaches an adult, that person should listen, never ask questions, never promise confidentiality but as soon as possible take this "disclosure" to the headteacher.

Child Protection procedures will immediately be followed by Mrs Walker , in accordance with the Tameside requirements. In the absence of the DSL , one of the assistant DSLs should be informed.

Approved by Governors

Review Date