

Manor Junior School
Child Protection Policy

Policy written:	April 2007
Agreed:	April 2007
Reviewed:	28.4.10
Next review by:	31.4.11
Child Protection Liaison Officers:	Mark Sammes Pam Brunson Caroline Findlay

A designated governor with responsibility for child protection and safeguarding is appointed annually in September.

The governors and staff of Manor Junior School fully recognise the contribution it makes to safeguard children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our pupils from harm.

All staff and Governors believe that our school should provide a caring, positive safe and stimulating environment, which promotes the social, physical, cultural and moral development of the individual child.

This policy should be read and followed in conjunction with the Hampshire County child protection procedures as well as previous DfES and current DCSF guidance following the Children Act 2004. It should also be followed in conjunction with the school's safeguarding procedures and practices.

Guidance includes:

- Safer recruitment procedures 2006
- LA child protection guidance 2006
- DfES Keeping Children Safe 2003

Aims

- To establish and promote an atmosphere where children feel secure, are listened to and valued.
- To support the child's development in ways that will foster security, confidence and independence.
- To raise the awareness of both teaching and non-teaching staff of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse[1].
- To provide a systematic means of monitoring children known or thought to be at risk of harm.
- To emphasise the need for good levels of communication between all members of staff.
- To develop a structured procedure within the school which will be followed by all members of the school community in cases of suspected abuse.
- To develop and promote effective working relationships with other agencies, especially the Local Authority, Police and Social Care Services.
- To ensure that all adults within our school who have access to children have been checked as to their suitability.
- To work closely and effectively with parents and outside agencies.

[1] DfES0027/2004 Safeguarding Children in Education, September 2004

Procedures

Our school procedures for safeguarding children will be in line with LA procedures and DfES/DCSF guidance. We will ensure that:

- We have a designated member of staff (Child Protection Liaison Officer - CPLO) who undertakes regular training.
- We have a member of staff who will act in the designated teacher's absence.
- All members of staff develop their understanding of the signs and indicators of abuse.
- All members of staff know how to respond to a pupil who discloses abuse.
- All parents/carers are made aware of the responsibilities of staff members with regard to child protection procedures.
- Our procedures will be regularly reviewed and up-dated.
- All new members of staff will be given a copy of our child protection procedures as part of their induction into the school.

Responsibilities

The designated CPLO is responsible for:

- Adhering to the local authority and school procedures with regard to referring a child if there are concerns about possible abuse.
- Keeping written records of concerns about a child even if there is no need to make an immediate referral.
- Ensuring that all such records are kept confidentially and securely and are separate from pupil records.
- Ensuring that an indication of further record-keeping is marked on the pupil records.
- Ensuring that any pupil currently on the child protection register who is absent without explanation for two days is referred to Social Services.

Supporting Pupils

We recognise that a child who is abused or witnesses violence may find it difficult to develop and maintain a sense of self worth. We understand that a child in these circumstances may feel helpless, humiliated and possibly self blame.

We realise that the school may provide the only stability in the lives of children who have been abused or who are at risk of harm. We also accept that research shows that the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.

At Manor we will support all pupils by:

- Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying.
- Promoting a caring, safe and positive environment within the school.
- Liaising and working together with all other support services and those agencies involved in the safeguarding of children.
- Notifying social care services as soon as there is a significant concern.
- Providing continuing support to a pupil about whom there have been concerns who leaves the school by ensuring that appropriate information is forwarded under confidential cover to the pupil's new school.

Confidentiality

We recognise that all matters relating to child protection are confidential.

The headteacher or CPLO will disclose any information about a pupil to other members of staff on a need to know basis only.

All staff must be aware that they have a profession responsibility to share information with other agencies in order to safeguard children.

All staff must be aware that they cannot promise a child to keep secrets.

Supporting Staff

We recognise that staff working in the school who have become involved with a child who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.

We will support such staff by providing an opportunity to talk through their anxieties with the designated teacher and to seek further support as appropriate.

Allegations against staff

We understand that a pupil may make an allegation against a member of staff.

If such an allegation is made, the member of staff receiving the allegation will immediately inform the headteacher.

The headteacher on all such occasions will discuss the content of the allegation with the local authority allegations officer.

If the allegation made to a member of staff concerns the Headteacher, the designated teacher will immediately inform the Chair of Governors who will consult with the local authority allegations officer.

The school has adopted and will follow the Hampshire county council policy for managing allegations against staff, a copy of which is available in the school.

Whistleblowing

We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.

All staff should be aware of their duty to raise concerns, where they exist, about the attitude or actions of colleagues.

Physical Intervention

We closely follow local authority policy and guidance on use of 'Physical Intervention' and understand that staff must only ever use physical intervention in line with County recognised procedures, and that at all times it must be the minimal force necessary to prevent injury to another person.

We understand that physical intervention of a nature which causes injury or distress to a child may be considered under child protection or disciplinary procedures.

Training, from the local authority, is undertaken as necessary and particularly if and when the school identifies a specific vulnerable pupil on its role.

Any use of physical intervention should be immediately reported to the headteacher or CPL0 and recorded using the local authority record sheets.

Bullying

Our policy on bullying is set out in a separate policy and acknowledges that to allow or condone bullying may lead to consideration under child protection procedures.

Prevention

We recognise that the school plays a significant part in the prevention of harm to our pupils by providing pupils with good lines of communication with trusted adults, supportive friends and an ethos of protection.

The school community will therefore:

- Establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to.
- Ensure that all children know there is an adult in the school whom they can approach if they are worried or in difficulty.

- Include in the curriculum opportunities for Personal Social Health Citizenship Education which equip children with the skills they need to stay safe from harm and to know to whom they should turn for help.

Health and Safety

Our Health & Safety policy, set out in a separate document, reflects the consideration we give to the protection of our children both within the school environment and when away from the school when undertaking school trips and visits.

Categories of abuse

There are four main categories of abuse.

Neglect: The persistent or severe neglect of a child, or the failure to protect a child from exposure to any kind of danger, including cold or starvation, or extreme failure to carry out important aspects of care, resulting in the significant impairment of the child's health or development, including the non-organic failure to thrive.

Physical abuse: Actual or risk of physical injury to a child or failure to prevent physical injury (or suffering) to a child including deliberately poisoning, suffocation and Munchausen's syndrome by proxy.

Sexual abuse: Actual or risk of sexual exploitation of a child or adolescent.

Emotional abuse: Actual or risk of severe adverse effect on the emotional and behavioural development of a child caused by the persistent or severe emotional ill-treatment or rejection.

Record Keeping

All records are kept securely and are shared with appropriate parties in accordance with the LA and school Freedom of information policy, data protection policy and information sharing practices.