

John Clare Primary School

Child Protection Policy

Written Spring 2009

To be reviewed Spring 2010

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 and 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. 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 There is a named person in our school who is the Child Protection Co-ordinator. This is the Headteacher. The Headteacher will attend Child Protection training every 2 years.
- 3.2 If any teacher suspects that a child in his/her class may be a victim of abuse, they immediately inform the named person about their concerns. Abuse can be of a sexual, emotional or physical nature. It can also be the result of neglect.
- 3.3 If a member of staff or other adult within school report an initial concern they may have about a particular child, this concern is confidentially logged by the Headteacher. A Child Protection file is immediately started and kept securely in the Headteacher's office. Individual files are transferred securely when a child leaves John Clare School. These should be sent separately to other records.

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- 3.4** 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 LA Child Protection guidelines.
- 3.5** The school's named co-ordinator works closely with LA advisers, the Social Services department and the Area Child Protection Committee (ACPC) 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.
- 3.6** If a child alleges abuse, the school usually makes a referral without communicating with parents first. In some circumstances we inform parents first.
- 3.7** If a child protection referral is made, a case conference is held within eight working days of the decision. The case conference offers the opportunity to share information and formulate a plan of action. Appropriate staff are expected to attend and participate in all case conferences and meetings held under the LA guidelines.
- 3.8** 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 and agencies. We inform the child at all stages of who is involved, and what information we have given them.
- 3.9** We require all adults employed in school and parent helpers/ adult volunteers to have their application vetted through police records (CRB check, List 99) in order to ensure that there is no evidence of offences involving children or abuse. (See Safer Recruitment Policy)
- 3.10** There may be times when adults in our school, in the course of their duty, use physical intervention to restrain children. The headteacher requires the adult involved in any such incident to report this to him/her immediately, and to record it in the serious incident file kept in the Headteacher's office.
- 3.11** All staff in the school receive training to raise their awareness of child protection issues and their knowledge of agreed local child protection procedures.

4 Monitoring and review

- 4.1** A named governor should participate in the school's training with regard to the child protection procedures. This policy is reviewed annually by the governing body.

Signed:

Date: