



SAFEGUARDING POLICY 2017

This Policy was developed in January 2014 and adopted formally by the governing body.

The Policy is to be reviewed annually and the next review is due: **March 2018**

The name of the Designated Teacher is: **Robert Collard**

The name of the Safeguarding Governors is :

1. INTRODUCTION

Becket Primary School and the governing body are clear about their responsibilities in relation to safeguarding and promoting the welfare of children.

Section 175 of the Education Act 2002 places a duty on local authorities (in relation to their education institutions, which include sixth-form colleges) to exercise their functions with a view to safeguarding and promoting the welfare of children who are pupils at a school, or who are students under 18 years of age attending further education institutions. The same duty applies to independent schools (which include Academies and free schools) by virtue of regulations made under section 157 of the same Act.

In order to fulfill their duty under sections 157 and 175 of the Education Act 2002, all educational settings to whom the duty applies should have in place the arrangements set out in chapter 2, paragraph 4 of Working Together to Safeguard Children March 2013. In addition schools should have regard to specific guidance given by the Secretary of State under sections 157 and 175 of the Education Act 2002 namely, *Safeguarding Children and Safer Recruitment in Education and Dealing with Allegations of Abuse against Teachers and other Staff*.

Our policy applies to all staff, governors, volunteers and visitors working in the school. There are five main elements to our policy:

- Establishing a safe environment in which children can learn and develop
- Ensuring we practice safer recruitment in checking the suitability of staff and volunteers to work with children
- Raising awareness of safeguarding issues and equipping children with the skills needed to keep them safe
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse and allegations against teachers and other members of staff
- Supporting pupils who have been abused in accordance with a Child Protection Plan

2. PROCEDURES

Our school procedures for safeguarding children will be in line with North Somerset Safeguarding Children Board and the South West Child Protection Procedures which have been adopted by North Somerset Local Authority. They will take account of any guidance issued by The Department for Education (DfE) including Working Together to Safeguarding Children 2013 version and the local guidance including the North Somerset Safeguarding Children Board Threshold Criteria for Children in Need and Child Protection Referrals: <http://www.northsomersetscb.org.uk/uploads/files/351.pdf>.

2.1 SAFER RECRUITMENT

We will follow relevant guidance in Safeguarding Children and Safer Recruitment in Education 2007 and The Disclosure and Barring Service (DBS):

<http://www.northsomersetscb.org.uk/safer-recruitment.htm>

<https://www.gov.uk/government/organisations/disclosure-and-barring-service>

- We will ensure governors and staff on recruitment panels undertake all appropriate recruitment training as required by current practice
- Our selection and recruitment policy includes all appropriate checks on staff and suitability including DBS checks. Recruitment of volunteers will be rigorous and follow DBS guidance taking into account regulated and supervised activity.
- Any allegations against staff other than the Headteacher, volunteers, governors, contractors and visitors that indicate that they may have:
 - behaved in a way that has harmed a child, or may have harmed a child;
 - possibly committed a criminal offence against or related to a child; or
 - behaved towards a child or children in a way that indicates s/he is unsuitable to work with children

will be reported immediately to the Headteacher or the Designated Teacher if the Headteacher is not present. The Headteacher will inform the Local Authority Designated Officer (LADO) following the guidance "Dealing with Allegations of Abuse against Teachers and other staff" (DfE October 2012): <http://www.northsomersetscb.org.uk/uploads/files/326.pdf>.

- If the allegation made to a member of staff concerns the Headteacher, the person receiving the allegation will immediately inform the Chair of governors who will consult as above, without notifying the Headteacher first.
- The name of any member of staff considered not suitable to work with children will be referred to the Disclosure and Barring Service (DBS) with the advice and support of Human Resources and in accordance with the DBS Referral Policy.

2.2 RAISING AWARENESS AND EQUIPPING CHILDREN WITH SKILLS NEEDED

We recognize that because of the day to day contact with children, school staff are well placed to observe the outward signs of abuse and that all staff and governors have a full and active part to play in protecting our pupils from harm. The school will therefore:

- ensure children know that there are adults in the school whom they can approach if they are worried

- include opportunities in the curriculum for children to develop the skills they need to recognize and stay safe from abuse
- raise the awareness of all teaching and non-teaching staff of the need to safeguard children, and of their responsibilities in identifying and reporting possible cases of abuse
- ensure every member of staff (including temporary, supply staff and volunteers) and the governing body knows the name of the designated senior person responsible for child protection and their role
- ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus
- the name of the Designated Teacher will be clearly shown in the school, with a statement explaining the school's role in referring and monitoring cases of suspected abuse

2.3 DEVELOPING AND IMPLEMENTING PROCEDURES FOR REPORTING ABUSE

We will:

- have a Designated Teacher for child protection who has undertaken two day multi-agency Advanced Safeguarding Training as recommended by the North Somerset Safeguarding Children Board (NSSCB) every two years <http://nsomersetcpd.webbased.co.uk/index.asp>
- have a member/s of staff who will act in the Designated Teachers absence who has also received multi-agency training, and who will be familiar with the roles and responsibilities and know the procedures to follow
- ensure we have a nominated governor responsible for safeguarding who has been appropriately trained
- ensure all staff, volunteers and governors understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the Designated Teacher responsible for child protection
- notify Social Care immediately if there is an unexplained absence of any pupil who is subject to a Child Protection Plan (or an absence which has been explained by a parent or carer but the school is concerned)
- develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at strategy meetings and case conferences
- keep clear written records of concerns about children, even where there is no need to refer the matter immediately
- provide a systematic means of monitoring children known or thought to be at risk of harm, and ensure we, the school, contribute to assessments of need and support plans for those children
- ensure all records are kept securely, separate from the main pupil file, and in locked locations
- understand that our responsibility to safeguard children requires that we all appropriately share any concerns that we may have about children. This may include contacting the Single Point of Access (SPA), Social Care or the Local Authority Designated Officer (LADO) who will provide consultation and advice for anyone working with children
- ensure all members of staff are provided with opportunities to receive Basic Awareness training by the Local Authority Safeguarding in Education Officer or other source in order to understand their responsibilities relating to safeguarding children every three years
- ensure that all staff receive a safeguarding Induction and are clear about school procedures and the process:

<https://www.education.gov.uk/publications/eOrderingDownload/6840-DfES-IFChildAbuse.pdf>

- recognise that all matters relating to child protection are confidential and the Headteacher or Designated Teacher will disclose personal information about a pupil to other members of staff on a need to know basis only
- ensure all staff must be aware that they have a professional responsibility to share information to other agencies in order to safeguard children and that they cannot promise a child to keep secrets which might compromise the child's safety or well-being, or that of another
- always undertake to share our intention to refer a child to Social Care unless to do so could put the child at greater risk of harm, or impede a criminal investigation. If in doubt, we will consult with Social Care on this point

2.4 SUPPORTING PUPILS WHO HAVE BEEN ABUSED

- we recognise that a child who is abused, who witnesses violence or who lives in a violent environment may feel helpless and humiliated, may blame him/herself, and find it difficult to develop and maintain a sense of self-worth (Categories of Abuse Working Together 2013 – Basic Awareness Training)
- we recognise 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 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
- we will ensure these children are particularly closely monitored and supported and any concerns are recorded and reported to Social Care
- we will attend case conferences, core group meetings and other liaison meetings as necessary
- we will implement a Personal Education Plan (PEP) for all Children in Care and a Pastoral Support Plan (PSP) or Individual Education Plan (IEP) for other children where there is a need for specific support in school
- we will provide continuing support to a pupil (about whom there have been concerns) who leaves the school by ensuring that such concerns and school medical records are forwarded under confidential cover to the Headteacher at the pupil's new school as a matter of urgency
- we will also establish a safe environment which supports all pupils

2.5 ESTABLISH A SAFE ENVIRONMENT

We will:

- support the child's development in ways that will foster security, confidence and resilience in every aspect of school life including through the school curriculum
- provide an environment in which children and young people feel safe, secure, valued and respected, feel confident and know how to approach adults if they are in difficulties
- ensure that children are educated about the expectations they should have relating to the behaviour of adults who work with them
- develop effective working relationships with all other agencies involved in safeguarding children such as Social Care, Community Family Teams, Child and Adolescent Mental Health Services, The Vulnerable Learners Service, voluntary agencies
- ensure that we have a named Designated Teacher for Children Looked After and that an up to date list of children is regularly reviewed and updated

- contribute to the wider safeguarding agenda by working with the local community and following government guidance to help our children live in a safe environment
- 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 and we will support such staff by providing an opportunity to talk through their anxieties with the Designated Teacher and to seek further support
- ensure that all adults within our school who have access to children have been checked as to their suitability. This includes:
 - Contractors – we will ensure that contractors do not have contact with children unless deemed absolutely necessary when all such staff will be subject to appropriate checks or be supervised at all times
 - Supply/Casual Workers – we will ensure that all supply and casual workers used have appropriate DBS checks
 - Volunteers – all volunteers will be appropriately checked or be under supervised activity following DBS guidance
 - Extended Services – if these are directly under the supervision or management of school staff, the school's arrangements for recruitment, vetting and record keeping will apply. If a third party is responsible for running the services, there will be clear lines of accountability and written agreements setting out responsibility for the recruitment and vetting checks on staff and volunteers
 - Other Community Users – we will ensure community users organising activities for children are aware of and understand the need for compliance with the school's safeguarding guidelines and procedures and checking/vetting arrangements by sharing this policy with them. They will also be directed to the North Somerset Safeguarding Procedures website which will give them access to additional advice:
<http://www.northsomersetlscb.org.uk/uploads/files/356.pdf> – Changes to Vetting and Barring
 - Ensure that other policies which contribute towards safeguarding children and young people are reviewed and updated regularly and appropriate advice sought from relevant staff within the Local Authority in relation to these:
 - E-Safety
 - Attendance
 - Behaviour and Discipline
 - Whistleblowing
 - Physical Intervention/Positive Handling
 - Anti-Bullying
 - Social Networking Policy

- Deliver an annual report to Governors using the Section 175 Safeguarding Audit Tool which will then be submitted to the Local Authority and the NSSCB. This self-evaluation tool should provide the governing body with an informed view of safeguarding in the school.

3. POLICY REVIEW

The Governing Body of our school is responsible for ensuring the annual review of this policy.

This policy has been developed in accordance with the principles established by the Children Act 1989; and in line with government and local publications:

- “Working Together to Safeguard Children” March 2013 version.
- “North Somerset Safeguarding Children Board Threshold Criteria for CIN and CP Referrals” December 2012.
- “Guidance for Safer Working Practice for Adults who Work with Children and Young People”.
- “Safeguarding Children and Safer Recruitment in Education”, DCSF Guidance January 2007.
- Disclosure and Barring Service Guidance.
- North Somerset Safeguarding Children Board.
- South West Child Protection Procedures.

Signed:

Head Teacher

Date:

Chair of Governors

Date:
