

**REDCAR & CLEVELAND LOCAL AUTHORITY**

**BANKFIELDS PRIMARY SCHOOL  
SAFEGUARDING & CHILD  
PROTECTION  
POLICY**

<b>Nominated Person Child Protection -</b>	<b>Mrs P. Petrie</b>
<b>Deputy Nominated Persons Child Protection -</b>	<b>Mrs E. Gatenby Mrs C Mashedor</b>
<b>Nominated Governors for Child Protection</b>	<b>Mrs L Foster Mrs C Neal</b>
<b>Head Teacher</b>	<b>P. Petrie</b>
<b>Chair of Governors</b>	<b>L. Foster</b>
	<b>Signed.....</b>
	<b>Signed.....</b>

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## **1.0 Scope**

This document is Bankfields Primary School's policy on Safeguarding & Child Protection and is in line with procedures set out by the South Tees Local Safeguarding Children's Board (LSCB).

This policy applies to all adults working on the school site.

## **2.0 Introduction**

The Governing Body and staff of Bankfields Primary School fully recognises its responsibilities under Section 175 of the Education Act 2002 to safeguard and promote the welfare of our pupils, to minimise risk and to work together with external agencies to ensure effective arrangements are in place to identify, assess and support children who are suffering harm.

## **3.0 Safeguarding**

Safeguarding is not just about protecting children from deliberate harm. It includes issues for school such as: pupil health and safety; school security; bullying; racist abuse; harassment and discrimination; meeting the needs of pupils with medical conditions; providing first aid; drug and substance misuse; educational visits; internet safety; relationships education and issues which may be specific to the local area such as antisocial behaviour. Therefore, this policy should be read and understood in conjunction with other school and Government policies listed on page 3 of this document. Related safeguarding policies can be found on the staffroom safeguarding notice board and electronically from the shared staff policy document file. They are also available from the school website at **[www.bankfields.co.uk](http://www.bankfields.co.uk)**

The schools main aim is to provide a safe, secure and stable base for children and help to protect them from harm. The welfare of the child is of paramount importance to all the adults who work in our school. To achieve this aim Bankfields Primary School will:

- Ensure safer recruitment and vetting practises are followed, therefore checking the suitability of staff and volunteers who wish to work with our children.
- Assign a Nominated Person for Child Protection and a Designated Teacher for looked after children
- Raise awareness of safeguarding / child protection issues to staff, parents and children.
- Ensure all staff and Governors receive annual safeguarding training
- Provide an environment where children feel safe, are encouraged to talk and are listened to.
- Help equip children with the necessary skills to keep themselves safe.
- Develop, implement and review policy and procedures in relation to child protection.
- Train and raise awareness of all staff, defining their role and responsibilities in reporting possible cases of abuse.(Reference to Keeping Children Safe in Education 2018)

- Ensure there is effective communication between staff on child protection matters.
- To identify children who are suffering or likely to suffer significant harm.
- Report cases or suspected cases of abuse to Social Care.
- Work in partnership with parent/carer and other professionals to support and help protect children who have a Protection Plan.
- Establish a safe environment in which children can learn and develop.
- To identify children who are suffering or likely to suffer significant harm
- Provide a curriculum and ethos which aims to prevent children from being drawn into radicalised, extreme behaviour or acts of terrorism. Schools to work in partnership with the Channel panel set up by the LA
- Report cases or suspected cases of abuse to First Contact Team Social Care.
- Work in partnership with parent/carer and other professionals to provide co-ordinated support and help to protect children who are subject to protection plans, work in partnership with Social Care when undertaking section 17 or section 47 assessments.

The school plays an essential role in developing children's self-awareness, self-esteem, social and emotional understanding, assertiveness and decision making so that they have a range of strategies to ensure their own safety. An ethos exists where staff support the empowerment of children to talk to a range of staff when they are facing difficulties and to raise comments, complaints and feedback about their school experience. Children at Bankfields School will be listened to and their concerns taken seriously and issues will be quickly acted upon.

In our school we respect our children. The atmosphere is one that encourages all children to do their best. We provide opportunities that enable our children to take and make decisions for themselves. The school ethos promotes a positive, supportive and secure environment and gives children a sense of being valued while developing their understanding awareness and resilience.

Our teaching of personal, social and health education 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 (e.g. 'stranger danger' and 'internet safety').

We recognise that abuse and neglect can result in underachievement. We strive to ensure that all our children make good educational progress.

#### **4.0 Child abuse can take a variety of forms:**

- **Physical abuse** involves hitting, slapping, kicking, misuse of medication, undue restraint, shaking or other treatment of a child that can cause actual bodily harm.
- **Sexual abuse** involving forcing or enticing a child into sexual activities whether or not the child is aware of what is happening. This includes non contact situations such as viewing child abuse images.

- **Child sexual exploitation (CSE)** is a type of sexual abuse. Children in exploitative situations and relationships receive something such as gifts, money or affection as a result of performing sexual activities or others performing sexual activities on them.
  - Children or young people may be tricked into believing they're in a loving, consensual relationship. They might be invited to parties and given drugs and alcohol. They may also be groomed and exploited online.
  - Some children and young people are trafficked into or within the UK for the purpose of sexual exploitation. Sexual exploitation can also happen to young people in gangs
- If any member of staff are concerned that a child may be a victim of CSE, then they must report it to the HT or Deputy safeguarding leads who will make a referral to the VEMT Team
- **Emotional abuse** involves persistent emotional ill treatment of children, such as frightening them, or putting them in situations of danger. It is also an abuse to convey to children the feeling they are worthless or unloved.
  - **Neglect** and acts of omission is also a form of abuse. This could involve failure to provide an adequate level of care (e.g. food, warmth and failure to access medical care or services).
  - **FGM (Female Genital Mutilation)** Involves procedures that intentionally alter/injure the female genital organs for non-medical reasons. All staff have received training so they are aware of FGM practices and the need to look for signs, symptoms and other indicators of FGM. All staff are aware that any referrals of suspected FGM are to be made by the teacher concerned and not the Nominated teacher
  - **'Honour' Based Violence** Cultural justification for violence and abuse. A crime or incident which has or may have been committed to protect or defend the honour of the family and/or the community
  - **Youth Produced Sexual Imagery (sexting)** sending or posting sexually suggestive images including nude or semi-nude photographs from mobile phones or the Internet

## 5.0 Peer on Peer Abuse

There are many forms of abuse that may occur between peers and this list is not exhaustive.

- **Physical abuse** e.g. (biting, hitting, kicking, hair pulling etc.) Physical abuse may include, hitting, kicking, nipping, shaking, biting, hair pulling, or otherwise causing physical harm to another person.
- **Sexually harmful behaviour/sexual abuse** e.g. (inappropriate sexual language, touching, sexual assault etc.) Sexually harmful behaviour from young people is not always contrived or with the intent to harm others. There may be many reasons why a young person engages in sexually harmful behaviour and it may be just as distressing to the young person who instigates

it as well as the young person it is intended towards. Sexually harmful behaviour may range from inappropriate sexual language, inappropriate role play, to sexually touching another or sexual assault/abuse.

- **Bullying** (physical, name calling, homophobic etc.) Bullying is unwanted, aggressive behaviour among school aged children that involves a real or perceived power imbalance. The behaviour is repeated, or has the potential to be repeated, over time. Both young people who are bullied and who bully others may have serious, lasting problems.
- **Cyber bullying** Cyberbullying is the use of phones, instant messaging, e-mail, chat rooms or social networking sites such as Facebook and Twitter to harass threaten or intimidate someone for the same reasons as stated above.
- **Sexting** is when someone sends or receives a sexually explicit text, image or video. This includes sending 'nude pics', 'rude pics' or 'nude selfies'. Pressuring someone into sending a nude picture can happen in any relationship and to anyone, whatever their age, gender or sexual preference.
- **Initiation/Hazing.** Hazing is a form of initiation ceremony which is used to induct newcomers into an organisation such as a private school, sports team etc. There are a number of different forms, from relatively mild rituals to severe and sometimes violent ceremonies.
- **Prejudiced Behaviour** The term prejudice-related bullying refers to a range of hurtful behaviour, physical or emotional or both, which causes someone to feel powerless, worthless, excluded or marginalised, and which is connected with prejudices around belonging, identity and equality in wider society – in particular, prejudices to do with disabilities and special educational needs, ethnic, cultural and religious backgrounds, gender, home life, (for example in relation to issues of care, parental occupation, poverty and social class) and sexual identity (homosexual, bisexual, transsexual)

It is important that all staff deal with a situation of peer abuse immediately and sensitively. It is necessary to gather the information as soon as possible to get the true facts around what has occurred as soon after the child(ren) may have forgotten. It is equally important to deal with it sensitively and think about the language used and the impact of that language on both the children and the parents when they become involved. For example; staff will not use the word perpetrator as this can quickly create a 'blame' culture and leave a child labelled. All staff understand what constitutes as peer on peer abuse and are aware of how to deal with such incidents, talking to young people and instigating immediate support in a calm and consistent manner. Staff should not be prejudiced, judgemental, dismissive or irresponsible in dealing with such sensitive matters.

If after gathering the relevant information, the school believes that any young person is at risk of significant harm, a safeguarding referral to social care will be made.

Where a crime has been committed, the Police will also be involved.

The school has a number of policies that should be read in conjunction with the Child protection policy

1. Anti-bullying policy (including the school's child friendly anti-bullying policy)
2. Diversity and Equality policy
3. E-safety Policy

## **6.0 Early Help**

As part of our curriculum provision, we ensure that children in school are taught to keep themselves safe, e.g. through anti-bullying work, PSHE (including Healthy eating, keeping safe, drug abuse, e-safety Rights and Responsibilities, SRE, visitors such as the police, the Fire Brigade, Magistrates, Unite. We offer family learning for parents with sessions that include e-safety.

We also recognise that all families may have times when they need support and have a range of preventative strategies in place. This includes: having an open door policy where parents can discuss concerns as they arise; signposting parents to outside agencies; parental questionnaires and comments box, consultation evenings, regular family learning events and working closely with external agencies such as: the Specialist Teaching Service, Educational Psychologists, Social Services and Early Help, School Nursing Service, CAMHS and Education Welfare Service

We listen to the voice of the child to identify children who are vulnerable or are a cause for concern. Children complete regular Pupil questionnaires and all classrooms have comments boxes where children can share their worries, views or disclose potential child protection concerns. The PSHCE curriculum gives children the opportunity to talk about a wide range of issues. At termly Pupil Progress Meetings, held with all teachers and teaching assistants, the social/emotional well-being of children is considered, as well as academic progress, enabling intervention or support to be facilitated as necessary. Intervention could include social and emotional support through activities such as: Thrive, nurture group or opportunities to work with the school councillor.

The Designated and Deputy Safeguarding Leads have completed a wide range of Safeguarding Training and all staff in school have received training on Child Protection, Prevent and e-safety.

Where it is felt that an inter-agency approach is needed, we may work with families to write a CAF (Common Assessment Framework) and make referrals to the Early Help Team. Advice may be sought from the school nurses and the CYPS team. The Headteacher attends regular multi-agency child protection meetings where local professionals work together to improve outcomes for vulnerable pupils.

Referrals are made to the Headteacher where a child discloses any form of abuse, or incidents that are a cause for concern including potential domestic, alcohol or drug abuse that may be taking place inside the home. Operation Encompass is an initiative run by Cleveland Police who inform school of any reported domestic abuse incident within a 24 hour period.

Where there are concerns about radicalisation, the police are contacted on 101, who will talk to the child/family.

For children with Special Educational Needs or Disabilities, support is given to children and parents as required. E.g. the school may facilitate additional visits to secondary school or a child might receive support from a teaching assistant to prepare additional visits to a new class to smooth the transition process. Parents of SEND

children are offered appointments for a ‘Structured Conversation’ with the class teacher to discuss provision, additional support, to gain and share additional information on the child and family and share targets. These conversations take place bi-annually in the autumn and summer terms. In addition The SEND Coordinator offers regular appointments to discuss provision, progress and concerns with parents/Carers of children with SEND.

The available evidence on the extent of abuse among disabled children suggests that disabled children are at increased risk of abuse, and that the presence of multiple disabilities appears to increase the risks of both abuse and neglect.

The school will help parents and carers of children with disabilities to get the support they need and ensure that children understand personal safety issues.

For more information about support for SEND children, please refer to the SEND Policy and School SEND Offer published under the SEND tab on the school website.

## **7.0 Staff Responsibilities are:**

### **7.1 Head Teacher** to ensure that:

- The Governing Body receives yearly awareness raising in respect of their roles and responsibilities in regard to Child Protection / Safeguarding.
- The Governing Body adopts appropriate policies and procedures to safeguard children in school.
- That policies and procedures are implemented by staff.
- Parents / carers to be made aware each autumn term of the safeguarding policies that are in place and who is the Nominated Person for Child Protection.
- Sufficient resources and time are allocated to carry out Safeguarding Children / Child Protection effectively.
- There is a Nominated Person for Child Protection for the school who has received appropriate training for this important role.
- All staff and adults working in school understand their safeguarding children responsibilities and are able to voice their concern if they feel a child is vulnerable or at risk.
- Staff to be aware of the ‘whistle blowing’ protocol and understand they must voice their concern of any individual working practices that are deemed unsafe and unprofessional. **All staff are aware of the NSPCC whistle-blowing helpline number – 0800 028 0285**
- Bankfields Primary School develops effective working partnerships with relevant agencies and cooperate as required in regard to safeguarding children matters, including attendance at child protection conferences and other related meetings.
- School to provide appropriate reports for child protection meetings.
- Ensure that all information and records are kept confidentially and securely.
- Recruitment and vetting procedures are followed in all appointments of staff including those working in school in a voluntary / unpaid capacity.



- Any children suspected of being drawn into extremist radical behaviour or beliefs are acted upon with the nominated/deputy Child Protection who will assess and appropriately refer to Social Care/Channel Panel.
- Site security is in place with all visitors required to identify themselves, then sign in and sign out when leaving the school.

**7.2 Nominated Person Child Protection** has responsibility for coordinating action within the school and liaising with Social Care and other agencies in respect of suspected child abuse.

- **The Nominated Person Child Protection for 2018/2019 academic year is Mrs. P. Petrie.**
- **The Deputy nominated teachers are Mrs Emma Gatenby and Mrs Caran Masheder**
- **The Nominated Governors are Mrs Liz Foster and Mrs Chris Neal**

The main responsibilities for the Nominated Person Child Protection are:

- To adhere to and follow procedures outlined in the South Tees Local Safeguarding Children Board Procedures.
- To help identify signs and symptoms of abuse.
- Refer suspected cases of abuse to Social Care / Police
- Ensure all staff receives child protection awareness raising training to help them recognise and identify signs of abuse.
- Ensure staff receive other relevant safeguarding training
- To raise awareness of child safety issues within school.
- Ensure that the school has an up-to-date child protection policy which is consistent with the LSCB procedures. The policy should be reviewed annually.
- To attend and represent the school at child protection meetings.
- Be responsible for securely managing child protection files, compiling reports, recording and sharing information appropriately.
- Ensure that all information and records are kept confidentially and securely.
- To develop good working relationships / links with Social Care, the Child Protection Officer for Education and other relevant professionals.
- To raise awareness of their role with staff, parents and children.
- Be available for staff for consultation purposes.
- To ensure the curriculum contains opportunities to address safeguarding issues e.g. e-safety, healthy lifestyles, SRE, bullying, diversity, tolerance, respect etc.

**7.3 School Staff** (teaching and non teaching) have a responsibility to report any concerns they have about a child's safety to the Nominated Person for Child Protection.

If a staff member suspects a child may be a victim of abuse they are advised to do the following:

- If a child discloses information that suggests possible abuse has taken place we recommend the following:
  - Listen to the child.
  - Never coach or lead the child.
  - Do not investigate or over question the child.
  - Reassure the child they were right to talk.
  - Inform the Nominated Person for Child Protection ASAP.
  - Record events (e.g. what the child has said, word for word) on CPOMs with the date and time
- If a staff member receives information (e.g. third party) or sees something (e.g. suspicious bruise or mark) which gives them a cause for concern, they must inform the Nominated Person for Child Protection ASAP.
- Staff should always consult with the Nominated person for Child Protection when they first begin to have concerns about a child. This process will help clarify what action if any, needs to be taken to meet the needs of the child.
- Where staff feel a child is expressing or demonstrating extreme, radical view or behaviours they should make the Head Teacher/nominated person for Child Protection aware of their concerns.
- In exceptional circumstances such as an emergency or a genuine concern that appropriate action has not been taken, staff members can speak directly to Children's Social Care
- If staff has concerns regarding the conduct of another staff member they should inform the Head Teacher directly. If the concern is regarding the Head Teacher conduct the staff member must contact the Chair of Governors
- Where staff has concerns regarding safeguarding practices within school, the Head Teacher should be aware of these concerns. If after raising concerns, the staff member is not satisfied with the response/resultant action, staff members should challenge the decision and ask for a meeting to discuss possible actions. If after the said meeting the member of staff has concerns with the outcome, they should refer to the whistleblowing policy.

#### **7.4 Virtual Headteacher**

The 'Virtual Headteacher' is an experienced teacher appointed by the Local Authority to oversee the educational progress of all children under the care Of the Local Authority. Part of their role is to ensure the Local Authority has Set up arrangements for allocating Pupil Premium and Early Years Pupil Premium funding to benefit looked after children. The Virtual Headteacher will liaise with all school's with looked after children to monitor

spending and provision for these vulnerable children.

## 8.0 **Allegations against Staff**

Allegations against staff could be initiated in school by children, parents or staff.

If an allegation or cause for concern is made against a member of staff the following action should be taken:

- The Head Teacher should be informed immediately.
- If the allegation is against the Head Teacher then the Chair of Governors should be informed immediately.
- The Head Teacher/Chair of Governors school should seek support and guidance from the local authority and follow the **‘Procedure for Managing Allegations against Staff, Carers and Volunteers’** provided by South Tees Local Safeguarding Board.
- Immediate support and guidance should be sought from:
  - The Designated Officer (LADO) Lorraine Press (01642 771500)
  - The Child Protection Officer for Education - Marianne Dixon (Tel: 01642 837744 or Mob: 07909906460)
  - Where an individual staff member in regulated activity is dismissed or removed due to safeguarding concerns, or would have been had they not resigned, the Head Teacher must make a referral to the Disclosure and Barring Service (DBS). This is a legal duty and failure to do so is a criminal act.

## 9.0 **Staff Training**

All staff and governors at Bankfields Primary School receive Child Protection training annually which raises their awareness of processes and procedures agreed by the Local Safeguarding Children Board (LSCB). Training also covers areas such as ‘signs and symptoms’ and ‘internet safety’.

Newly appointed staff receive training through school, LA and cluster induction programme and attended specific courses ran by the Child Protection Officer for Education (e.g. NQT’s).

Staff at Bankfields Primary School have also undertaken E-Learning courses promoted by the LSCB.

Staff training has supported staff in ensuring they are able to identify incidents that are a cause for concern (to be noted down in the school’s safeguarding chronology file) and incidents which pose immediate danger or risk of harm to children along with the appropriate safeguarding procedures to follow

The Nominated and Deputy Nominated Persons for Child Protection receive training on an annual basis including LSCB facilitated courses.

The Head Teacher and Members of the Senior Leadership Team have completed the on-line Safer Recruitment Training.

All staff have undergone WRAP and prevent training

## 10.0 **Confidentiality**

Confidentiality and trust should be maintained as far as possible, but

Bankfields Primary School will act on the basis that the welfare of the child is paramount. The degree of confidentiality will be governed by the need to protect the child and personal information will be shared where this is necessary to protect the child (1998 Data Protection Act).

### **11.0 Minimising Risks to Children**

#### **ALL STAFF MUST READ THE KEEPING CHILDREN SAFE IN EDUCATION. For School and College (2018) Document**

(All staff refers to teachers, non-teaching staff, students, staff from other agencies and volunteers)

#### **Safe Practice/codes of conduct in school**

**Staff/pupil relationships/communications that includes the use of social media**

**Staff will not initiate affectionate physical contact except in circumstances where a child is showing immediate signs of being upset e.g. following an accident. Here the staff member where possible will seek to ensure any physical contact is witnessed by a third party and is not prolonged in nature.**

**Staff in school will not discuss with children in any depth details about their personal life or relationships they hold outside of school.**

**Staff will not seek social relationships with children outside of school, including relationships developed through means of social media.**

**No staff member will communicate via telephone, through email or social media directly with any child on role except through the schools official email accounts where all communication can be tracked.**

### **12.0 Monitoring and Review**

The Governing Body will ensure that Bankfields Primary School undertakes the following:

- Annually review its Safeguarding and Child Protection Policy
- Has a senior member of staff as Nominated Person for Child Protection
- Review annually the workload of the Nominated Person Child Protection by requesting a report detailing related child protection work undertaken. Governing body to support as felt appropriate
- Monitor and evaluate child protection training that staff receive
- Review all aspects of safeguarding children / working practices and develop as required

# Appendix A

## **Relevant Documentation**

When reading this document, please be aware of the following related documents which work alongside this Child Protection Policy:

1. Tees Local Safeguarding Children Procedures accessed at [www.teescpp.org.uk](http://www.teescpp.org.uk)
2. HM Government (March 2016) Working together to safeguard children
3. HM Government (2015) what to do if you are worried a child is being abused
4. HM Government (2015) information sharing
5. HM Government (2015) Disqualification under The Childcare Act 2006
6. HM Government (March 2018) Keeping children safe in education- information for all school and college staff-The Counter Terrorism and Security Act
7. Procedure for Managing Allegations against Staff, Carers and Volunteers- South Tess LSCB
8. Safeguarding Children in Education (DFES 2004)
9. The Sexual Offences Act 2002
10. Data Protection Act 1998
11. Anti-bullying policy
12. Race Equality Policy
13. Equality and Diversity Policy
14. Harassment Policy
15. Staff Disciplinary Policy
16. Staff Recruitment Policy
17. Whistle Blowing policy
18. E Safety policy
19. Health and Safety Policy
20. Confidentiality Policy
21. Preventing Radicalisation Policy
22. Medicines Policy
23. Staff Code of Conduct Policy
24. Behaviour Policy