



Safeguarding Children Policy

WHARNCLIFFE SIDE PRIMARY SCHOOL

2016-2017

We all have a statutory duty to “safeguard and promote the welfare of children”.

If you have any concerns about the health and safety of a child at this education setting or feel that something may be troubling them, you should share this information with an appropriate member of staff straight away.

Some issues e.g. a child’s appearance, hygiene, general behaviour, can be shared with any teacher or member of support staff in this setting. Do not worry that you may be reporting small matters – we would rather that you tell us things which turn out to be small than miss a worrying situation.

However, if you think the matter is very serious and may be related to a child protection concern, e.g. physical, sexual, emotional abuse or neglect, you must talk to one of the people below immediately. If you are unable to contact them you can ask the school office staff to find them and ask them to speak to you straight away about a confidential and urgent matter.

The people you should talk to at this setting are:



Safeguarding Lead

Name: [Ann Leach \(Head Teacher\)](#)

Their room is located in the main office area

Their tel. no / mobile no is... [0114 2862379](#)



Deputy Safeguarding Lead

Name: [Olivia Knight](#)

Their office is located Nursery

Their tel. no / mobile no is... [0114 2862379](#)

Any allegation or disclosure involving someone who works with children in a paid or voluntary capacity must be reported directly to the Head Teacher or Senior Manager, unless it involves them and then it should be reported directly to the Chair of the Governing Body or Management Committee.

This document can also be used for supply staff and visiting professionals to identify your safeguarding team quickly and enable them to share information easily

The Safeguarding Children Team in your setting includes:

Head Teacher / Senior Manager: responsible for implementing policies & procedures, allocating resources to the safeguarding team & addressing staff safeguarding concerns.

Name: Ann Leach

Tel no: 0114 2862379

Safeguarding Lead: a senior member of the leadership team, responsible for dealing with safeguarding issues, providing advice and support to other staff, liaising with the local authority, and working with other agencies.

Name: Ann Leach

Tel no: 01142862379

Deputy Safeguarding Lead: a member of the teaching, support or pastoral staff, in a post which requires assessment of children, with sufficient status & authority to effectively deputise for the CPLT/O role above. Cannot be an administrative or finance worker.

Name: Olivia Knight

Tel no: 0114 2862379

Special Educational Needs Coordinator (SENCo): staff member who provides advice, liaison & support for school staff and other agencies working with pupils with special education needs and their parents or carers.

Name: Anna Greasley

Tel no: 0114 2862379

Looked After Children (LAC) Designated Teacher: promotes the educational achievement of 'looked after' children who are on the school role, and helps staff understand issues that affect how they learn and achieve.

Name: Ann Leach

Tel no: 0114 2862379

E-safety Coordinator: to develop and maintain an e-safe culture within a school.

Name: Ann Leach

Tel no: 0114 2862379

Your Safeguarding Children Team also links in with the:

Safeguarding/Child Protection Governor: ensures there are appropriate safeguarding children policies and procedures in place, monitors whether they are followed and, together with the rest of the governing body, remedies deficiencies and weaknesses that are identified.

Name: Helen Monks

Tel no 0114 2862379

Chair of Governors: takes the lead in dealing with allegations of abuse made against the Head Teacher (and other members of staff when the Head Teacher is not available), in liaison with the Local Authority; and on safe recruitment practices with the Head Teacher.

Name: David Willington

Tel no: 0114 2862379

Wharncliffe Side Primary School Safeguarding Policy

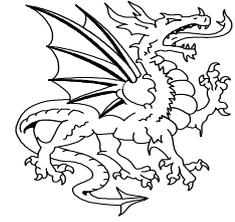


All policies listed below form a set of policies which form the basis of our safeguarding practice and procedures at Wharncliffe Side Primary School :-

- Child Protection Policy
- Behaviour Policy
- Anti Bullying Policy
- Restraint Policy
- Health and Safety Policy
- e.safety Policy

All policies can be accessed via 'Staff Share'

Wharncliffe Side Primary School Child Protection Policy



Introduction

The Education Authority recognises that all children have the right to be protected from harm and abuse. It is the responsibility of all adults to uphold this right and to act in such a manner that safeguards the welfare of all children.

We aim to promote their welfare, by working in partnership with appropriate outside agencies to ensure safety and well being and will ensure all stakeholders are treated equally regardless of race, gender or disability.

Our school works within the framework of the 'Every Child Matters' outcomes which are:

- Being Healthy
- Staying Safe
- Enjoying and Achieving
- Making a positive contribution
- Achieving Economic well-being

This policy applies to all stake holders, including staff, volunteers, governors, young people and visitors working on site and is a result of consultation between staff, governors and Safeguarding Staff at Wharncliffe Side School

Definitions of Abuse

Abuse is usually defined according to the following categories:

- Physical Abuse
- Sexual Abuse
- Emotional Abuse
- Neglect

Child abuse constitutes one, or more than one, of the above.

Physical Abuse

All children are likely to suffer bruises and certain injuries from time to time. However, some injuries might give cause for concern, especially if a child is reluctant to give explanations or gives improbable reasons. The following injuries might be examples of these:

- Handslap marks, or 'twin bruises' on either side of the mouth/cheeks
- Bruising/burns to areas of the body normally covered by clothing e.g. thighs, buttocks, genital areas

- Bruises indicative of bite marks
- Scalding – accidental scalding will often be accompanied by splash marks. Deliberate scalding will show no such marks.
- Repeated physical injuries requiring hospital treatment e.g. broken bones etc.

Physical harm may also be caused when a parent or carer fabricates symptoms of or deliberately induces, illness in a child.

Indicators of Physical Abuse might be:

- Withdrawal from physical contact and/or relationships with adults and children
- Reluctance to go home
- Reluctance to undress for, or participate in, PE
- Inadequate explanations for any injuries and/or reluctance to receive medical assistance
- Aggression towards others
- Regular absence from school
- Fear of parents/carers and other adults, including instances of ‘frozen watchfulness’ – constant watchfulness of adults’ reactions

Sexual Abuse

Sexual abuse involves forcing or enticing a child to take part in sexual activities. This may, or may not, involve physical contact.

While sexual abuse can be determined according to medical evidence, it differs from physical abuse in that it is unlikely to be immediately physically evident to adults working with children. However, there are certain behavioural indicators which should give cause for concern:

- Inappropriate and sexually explicit behaviour or language, especially in terms of a child’s age. This might manifest as masturbation and/or stimulation of sexual activity.
- Aggression and/or withdrawal from peer group
- Air of detachment
- Evidence of discomfort in the genital area
- Distrust of adults, including parents/carers
- Problems in respect of eating
- Limited concentration span – perhaps due to poor sleeping patterns/bedwetting
- Unkempt appearance

As with disclosure of any type of abuse, allegations made by a child in respect of sexual abuse should always be listened to respectfully and taken seriously.

Emotional Abuse

All types of abuse are likely to contain an element of emotional abuse. However, it is important not to overlook emotional abuse as a category in its own right. Emotional abuse takes the form of any type of undue mental torment or coercion e.g. constant

taunting, humiliation, manipulation, verbal abuse, threats and where a child does not receive love and affection from a significant adult.

Indicators of Emotional Abuse might be:

- Failure to thrive according to their age i.e. developmentally – physically, mentally and emotionally, including failure to reach developmental targets.
- Fear of new situations and/or inappropriate reaction to stressful situations.
- Over reaction to mistakes
- Self injuring behaviour
- Compulsive behaviour including stealing, scavenging, thumb sucking
- Attention needing

Neglect

Neglect occurs where a child's basic physical and /or psychological needs are not met.

e.g. no adequate food clothing or shelter
 no protection from physical or emotional harm or danger
 not ensuring adequate supervision (leaving children alone or with unsuitable carers)
 not ensuring access to medical care or treatment.

Indicators of neglect might be:

- Poor personal hygiene and dishevelled appearance
- Constant tiredness
- Inadequate lunch provision – stealing/scavenging food.
- Too 'thin' appearance
- Inadequate clothing
- Low self esteem
- Difficulty in forming relationships – loner
- Untreated medical conditions

Close monitoring of children should also be undertaken where there are concerns about drug/alcohol abuse and domestic violence within the family, as these have been seen to correlate closely with instances of one or more forms of abuse.

School Procedures

Safeguarding Lead
Deputy Safeguarding Lead
Child Protection Governor

Ann Leach
Olivia Knight
David Willington

1. Concerns

- Staff should report concerns to CPLT
- Staff should record concerns including date and time
- CPLT should check to see if any previous concerns have been noted and check whether the child is known to MAST or Social services.

CPLT can seek advice from the following:

- School Nurse 2331189
 - Education Office General Enquiries 2735722
 - MAST Enquiries desk 22331189
 - Sheffield Safeguarding Children Advisory Service (0114) 205 3535
available Mon – Fri 9.00a.m. – 5.00p.m.
- CPLT will make a decision as to which route is appropriate to take. This may include informing Social Care (or any other agencies involved), making a check as to whether the child has a CAF or is subject to a Child Protection Plan or whether there are any other recent concerns. Parents/carers will be informed as appropriate/necessary.

2. Disclosure

This occurs when a child tells someone about abuse they are suffering. It is important to listen carefully and respectfully and to take all allegations seriously. The child should be reassured that they have done the right thing in disclosing such information, but not pressed unnecessarily for details. The child should be left in the familiar environment and, where necessary, other children removed. Everything the child says should be carefully recorded including if possible dates, times and names of adults involved and sequence of events as soon as possible

- CPLT should be informed
- CPLT should check records to see if any other allegations have been noted – does the child have a CAF, are they known to social services or to MAST.
- Relevant agencies should then be contacted e.g. Social Care.

3. Referral to other Agencies

If the CPLT decides a referral is necessary, the following information will be required.

- Child's Name
- Date of Birth
- Address and contact number
- Names and ages of other family members at this address if known
- Concerns, including dates and times
- Where the child is at present
- Does the child know the matter is being referred
- Do parents know that the child has made a disclosure

Other Roles of the CPLT

- Attendance at Case Conference to discuss child in a multi-agency setting. The following information may be needed:

- Attendance record
 - Ability in classroom
 - Relationship with peers/staff
 - Record of any concern or change noted.
- Support for member of staff reporting concerns and/or disclosure
 - Support for child and possibly parents
 - Liaison with agencies involved.
 - Meet with Safeguarding Governor each term, for a termly update.

Allegations against Staff

- Reports should go directly to the Head teacher or to the CPLT if the Head teacher is unavailable. She will liaise with the Chair of the Governing Body, Child Protection Governor and the LA in ensuring that such allegations are investigated fully.
- Allegations against the Head teacher should be made to the Chair of the Governing Body who can be contacted via the school office. The Chair of the Governing Body will take the lead in liaising with the LA to ensure that such allegations are investigated fully.

(See 'Allegations Against Staff' Policy – available on Staff share)

Confidentially and Record Keeping

- All records will be kept securely.
- On leaving Wharncliffe Side Primary School, the CPLT will ensure that a child's records pertaining to Child Protection matters are passed (in a secure manner) to the new school and that the CPLT in the new school is informed of any Child Protection concerns.

Curriculum

- Issues relating to family life, health and safety, keeping safe and the body are integrated into the school curriculum.
- Teaching is delivered around Sex Education as per the appropriate policy.
- Circle time is used effectively to foster self-confidence and assertiveness.

Recruitment of Staff

- All potentially new staff should be thoroughly vetted in respect of Child Protection. This means all references should be taken up, qualifications checked and unexplained gaps in service investigated.
- At least one person trained in 'Safer Recruitment' will be part of every interviewing panel for new staff.
- Interview questions will seek knowledge of safeguarding issues of potential staff, and will probe further any answers which put the candidate's suitability into question.
- All new staff will be subject to an enhanced CRB check.

- All staff will have a 'List 99' check whilst a CRB check is being processed.
- Any staff/students/governors/parents/helpers/visitors not CRB checked should on no account be left unsupervised with pupils.

Training

- CPLT and Deputy should receive training every two years
- All teaching and non-teaching staff, including lunchtime supervisors and clerical staff should receive training every three years.
- All new staff will receive Child Protection Induction Programme/ Pack delivered by the CPLT or Deputy CPLT
- All staff are made aware of the school's Child Protection Policy. – (accessible on Staff share)
- All students are made aware of Child Protection Procedures
- All regular volunteers are made aware of Child Protection Procedures

Role of the Child Protection Governor

- To be familiar with LEA guidance and policy relating to Child Protection and to receive Child Protection training
- To ensure that the Child Protection Policy is effective and is followed within school.
- To meet CPLT for a termly update.
- To monitor the number of students currently on the Child Protection Register
- To produce an annual report to the full Governing Body

Reference Material

- Wharnccliffe Side Primary School's Behaviour Policy (accessible on Staff share)
- Wharnccliffe Side Primary School's Anti Bullying Policy (accessible on Staff share)
- Wharnccliffe Side Primary School's Restraint Policy (accessible on Staff share)
- Wharnccliffe Side Primary School's Health and Safety Policy (accessible on Staff share)
- Wharnccliffe Side Primary School's Managing medicines in school Policy (accessible on Staff Share)
- Public Health England Managing infections diseases in schools document (accessible in School Office)
- Wharnccliffe Side Primary School's e.safety Policy (accessible on Staff share)
- DFES – Safeguarding Children in Education
- Sheffield Safeguarding Children Advisory Service (0114) 205 3535 (Mon – Fri 9 – 5)

- Sheffield Safeguarding Children Board protocols www.safeguardingsheffieldchildren.org.uk
- South Yorkshire Child Protection Procedures 2007 www.safeguardingsheffieldchildren.org.uk
- Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004 (DCSF, 2007) www.dcsf.gov.uk
- *What to do if you think a child is being harmed* Sheffield Safeguarding Children Board (2009) www.safeguardingsheffieldchildren.org.uk