



Lees Hill C of E Primary School

Child Protection & Safeguarding Policy

POLICY ADOPTED BY FULL GOVERNING BODY: June 2017

Name: Mary Alston

Position: Chair of Governors

Next Review Date: June 2018

Aims and Objectives

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 ability. They have a right to be safe in our school.

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.

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:

We aim

- to ensure compliance of recommendations and a proactive approach to health and safety in all aspects of school life
- to enable children to learn acceptable forms of behaviour when dealing with adults who care for them outside of the home
- to ensure adults in school do not to put themselves at risk of false accusations
- 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.

Role of Pupils

To be aware that they have rights and responsibilities. Pupils are encouraged to report any behaviours that they feel are inappropriate and know this will be treated seriously and with utmost respect.

Role of Parents

Offers of in class support from parents are always gratefully received. Adults other than teachers may help up to three times per year without requiring DBS (Disclosure and Barring Service) checks.

All regular helpers will have these vital checks in place. Further guidance is given to adult helpers regarding basic procedures for Child protection and Acceptable Behaviours for Child Handling.

Role of Staff

Staff must comply with the school policies and basic procedures on child protection, child handling. We require all adults employed in school to have a current DBS Check completed in order to ensure that there is no evidence of offences involving children or abuse.

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 them immediately, and to record it in the interventions book.

All adults in the school receive regular training to raise their awareness of abuse and their knowledge of agreed local child protection procedures.

Role of Designated Person for Child Protection

Named Persons	1. Julia Dagleish	Headteacher
	2. Lynne Harrison	Headteacher – Irthington Village School
	3. Ayesha Weston	Headteacher – Crosby on Eden School
	4. Mary Alston	Governor

Abuse can be of a sexual, emotional or physical nature. It can also be the result of neglect. If any member of staff suspects that a child in the school may be a victim of abuse, they immediately inform the first named person about their concerns. If that person is unavailable the 2nd named person should be informed etc.

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 LSCB Child Protection guidelines. The school's designated person will work closely with the LSCB during any investigation of allegations of abuse. All parties involved handle such investigations in a sensitive manner and the interest of the child is of paramount importance.

If a child alleges abuse, the school will make contact with the LSCB for advice without communicating with parents first. Their advice will be documented and followed.

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. Staff are expected to attend and participate in all case conferences and meetings held under the LEA guidelines.

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. We inform the child at all stages of who is involved, and what information we have given them.

Lees Hill CE Primary School
Child Handling – Acceptable Behaviours

Aims and Objectives

- To ensure compliance of recommendations and a proactive approach to health and safety in all aspects of school life.
- To enable children to learn acceptable forms of behaviour when dealing with adults who care for them outside of the home.
- To ensure adults in school do not put themselves at risk of false accusations.

Role of Parents/Adults other than Teachers

When working in school or assisting children helpers must follow the guidelines for staff below when handling children other than their own child.

The Role of Staff Member

It is the responsibility of the staff member to ensure helpers in class rooms are DBS checked if their services are required more than three times in any year.

Physical Injuries:

An injured child may need first aid/comforting. Where a possible physical injury is normally covered by vest or pants a member of staff must ask 'Would you like me to have a look?' If the child refuses then ask if they would like us to call Mum/Dad etc. to have a look?

If the injury requires first aid, always refer child to first aider, engage child in holding dressing.
If the injury requires a doctor telephone parents to make arrangements (unless 999 situation).

Upset/Distressed Children:

Acceptable forms of comfort from member of staff or adult helper are

- Holding child's hand.
- Placing an arm around the shoulder
- Gentle pat on shoulder or head.

Patting knees, stroking or caressing behaviours are not appropriate for adults in care of school children.

Private Conversations with Child:

Are acceptable if in a room with door slightly ajar, or there is a window in the door. The child should not be cornered in the room so therefore ensure child is closest to the door. A member of staff should never instigate private contact with a school pupil out of school hours, however well intentioned.

Child Requires Help to Get Changed:

If a child requires help to get changed whilst at school the adult can give minimal help but should always encourage the child to try and complete the task themselves.

Intimate Care:

E.g. Child requires help to be cleaned up after soiling: Second adult to be in close proximity to primary care giver whilst child is cleaned. Child encouraged wherever possible to clean 'private areas' themselves.

Role of Headteacher and Governors

To follow procedures for safer recruiting including DBS checks staff, governors and regular helpers.

Staff– DBS checks are to be updated every 5 years.

Governors– DBS checks are carried out upon appointment to the Governing Body.

Monitoring and Review

The Governing Body regularly reviews any incidents detailed in the interventions book. A named Child Protection Governor will keep up-to-date with regards to the child protection procedures through regular training.

This policy will be reviewed annually, or sooner if required.

Child Protection – Basic Procedures

The first designated person for child protection at Lees Hill Primary School is –
Mrs Julia Dagleish.

PROTECT PUPILS

PROTECT YOURSELF

IF IN DOUBT – ASK

ALWAYS REFER – NEVER INVESTIGATE

If marks, bruising, behaviour or hearsay leads you to suspect that a child is being abused then....

1. Tell designated Child Protection person as soon as possible.
2. Do not ask the child about the situation yourself.
3. Write down the facts of the situation as you experienced them and give a copy to the designated person.

Ensure you maintain confidentiality.

If a child makes a disclosure to you about physical abuse, sexual abuse or neglect then....

1. Never agree to keep secrets even if the pupil is adamant. Reassure the child and tell them that they will be protected and a social worker may need to be involved if they are at risk of being hurt.
2. Listen carefully to the pupil
3. Do not interrogate the child. (You only need to know that abuse has occurred or is likely to occur)
4. Use questions for clarification but avoid the use of closed or leading questions.
5. Once the child has finished speaking and is able to be left or return to their class you must contact the designated person without delay. If Mrs Dagleish is not in school then contact should be made via a mobile phone.
6. Write down the facts of the situation as you experienced them and give a copy to the designated person.

Ensure you maintain confidentiality.

If you suspect or receive information about any adult who may be abusing pupils then....

1. Notify the nominated Child Protection Officer without delay
2. Write down the facts as you know them and give a copy to the designated person.

Ensure you maintain confidentiality.

