

Penyrheol Comprehensive School



Safeguarding & Child Protection Policy

Article 19: Young people should not be harmed and should be looked after and kept safe.

Policy reviewed and updated - July 2018



Safeguarding and Child Protection Policy

Our Safeguarding and Child Protection Policy supports the United Nation Convention on the Rights of the Child.

This document should be read in conjunction with:

- The All Wales Child Protection Procedures (2008).
- Code of Practice for Staff.
- Staff Facing an Allegation of Abuse.
- The Framework for the Assessment of Children in Need and their Families 2002.

The staff and governors of this school fully recognise the contribution it makes to safeguarding children; the welfare of all pupils in this school is a priority. We believe that our school should provide a caring, supportive and safe environment which promotes the social, physical and moral development of each child by the provision of a curriculum and ethos which promotes self worth, confidence and independence. No child can learn effectively and reach their potential unless they feel secure.

Penyrheol Comprehensive School follows the Child Protection Policy for schools issued by the City and County of Swansea.

The aims of this policy are:

- To ensure that all pupils know that they will be listened to and have the means to communicate any concerns which they may have;
- To raise the awareness of all teaching staff, associate staff, Governors and volunteers in the school to the need to safeguard pupils by identifying children in need and possible cases of child abuse;
- To emphasise the need for staff in this school to work in partnership with other relevant agencies (particularly Social Services Department and the police) and to support them in carrying out their statutory duties;
- To ensure that staff are clear about their individual responsibilities for reporting concerns and understand reporting procedures;
- To ensure that the school and Governing Body practise safe recruitment in checking the suitability of staff and volunteers working with pupils in accordance with Welsh Government guidance 'Keeping Learners Safe';
- To provide a systematic means of monitoring children known or thought to be at risk of harm.

Confidentiality

Confidentiality issues need to be understood if a child divulges information they are being abused. A child may only feel confident in a member of staff if they feel that the information will not be divulged to anyone else. However, education staff have a professional responsibility to share relevant information about the protection of children with the designated statutory agencies when a child is experiencing child welfare concerns.

It is important that each member of staff deals with this sensitively and explains to the child that they must inform the appropriate people who can help the child, but that they will only tell those who need to know in order to help. They should reassure the child and tell them that their situation will not become common knowledge within the school. Be aware that it may well have taken significant courage on their part to disclose the information and that they may also be experiencing conflicting emotions, involving feelings of guilt, embarrassment, disloyalty (if the abuser is someone close) and hurt.

The Designated Teacher for Child Protection

In this school the Deputy Headteacher (Pupils), Mrs. J. M. Tanner is the Designated Teacher. In her absence, the Headteacher will assume responsibility for making urgent referrals.

We will ensure that all staff/volunteers are aware of who the Designated Teacher is.

The role of the Designated Teacher is:

- The co-ordination of all child protection issues, acting as a source of advice and support for any staff who have concerns or information that pupils may be suffering abuse or be a child in need;
- To be responsible for making referrals to Social Services;
- To ensure that the school is represented at case conferences and core meetings and contributes fully by providing reports as required;
- To attend training on a regular basis and cascade training to staff;
- To ensure that all staff (including new staff/supply teachers) have access to all the relevant child protection documentation, are clear about their own responsibilities and are in possession of a valid and current CRB certificate;
- To report any allegation about a member of staff/volunteer to the Local Education Authority's Child Protection Co-ordinator;
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- To ensure that a chronological record of concerns is made if there are concerns about a child even if there is no need to make an immediate referral;
- To attend any Senior Strategy Meetings;
- To ensure that all records including case conference minutes are kept confidentially and securely (separate from pupil records);
- To send the child's records, including all child protection information, immediately to any school to which the child transfers.

Governor for Child Protection

The nominated link Governor for Child Protection is Mr. Jeff Bowen, Chair of Governors.

Their role is to ensure:

- that our school has a child protection policy in place which is reviewed annually to ensure its effectiveness;
- that the Designated Teacher and other staff attend appropriate and regular training;
- that the school has an up to date and agreed staff disciplinary procedure for dealing with allegations of misconduct against members of staff including Child Protection allegations;
- that the school operates safe recruitment procedures and ensures that all appropriate checks are carried out on all relevant staff in accordance with current regulations;
- that there is an item on the agenda of the governing body at least once a year to report on
 - changes to child protection procedures or policy
 - training undertaken by the Child Protection Co-ordinator
 - training undertaken by the Designated Governor and other staff
 - the number of incidents/cases (without details or names)
 - where and how child protection appears in the curriculum
- that any allegation made against the Headteacher should immediately be reported to Mr. Jeff Bowen who will then contact the Local Authority's Child Protection Co-ordinator immediately and attend any Senior Strategy Meeting which is called.

Action to Be Taken By Our School

- We will attend relevant training on child protection on a regular basis.
- We will follow the All Wales Child Protection Procedures.

All staff will inform the Designated Teacher of any concerns that a pupil is suffering or is likely to suffer abuse or of any disclosure of abuse.
- Referrals will be made immediately to Social Services by telephone and followed up within two working days in writing using the Common Assessment and Referral Form.
- Any child on the child protection register absent without explanation will be referred to Social Services and the Education Welfare Officer.
- All staff will inform the Designated Teacher of any allegations made against staff / volunteers in the school.
- We will endeavour to build relations of understanding, trust and confidence with other agencies in order to ensure the best possible outcomes for children.

Prevention

- The school has an important role in preventing abuse by providing our pupils with good lines of communications with trusted adults within a safe environment.
- Our school encourages children to talk and to be listened to.
- Our school ensures all children know there is someone in school who they can approach if they are worried or in difficulty.
- Our school will include opportunities within the PSE curriculum for pupils to explore issues to help them develop the skills to stay safe from harm and to know to whom they can turn for help.





Dealing with a Disclosure Made by a Child

The school recognises that disclosures can be made at any time about anybody. This could be in relation to a child's family member, another pupil in the school or outside of the school, an adult in the community or even a member of staff.

Receive

- Listen carefully to what is being said, without displaying shock or disbelief.
- Accept what is said. The child making the disclosure may be known to you as someone who does not always tell the truth. However do not let your past knowledge of this person allow you to pre-judge or invalidate their allegation.
- Do not attempt to investigate the allegation. Your duty will be to listen to what is being said and to pass that information on.

Reassure

Provide the child with plenty of re-assurance. Always be honest and do not make promises you cannot keep, for example 'I'll stay with you' or 'Everything will be alright now'.

- Alleviate guilt, if the pupil refers to it. E.g. 'This is not your fault'.
- Do not promise confidentiality. You are under a duty to pass the information on and the child needs to know this'.

React

- You can ask questions and may need to in certain instances. However this is not an opportunity to interrogate the child and go into the territory of in depth and prolonged questioning. You only need to know the salient points of the allegation that the child is making. Any questions must be open not leading.
- Do not criticise the perpetrator as the pupils may still have a positive emotional attachment to this person.
- Do not ask the pupils to repeat their allegation to another member of staff. If they are asked to repeat it they may feel that they are not being believed and / or their recollection of what happened may change.

Record

- Take notes as soon as it is practical to do so. Record the actual words spoken by the child – do not re-translate them into the way that adults speak or try to make sense of the structure of what was said. Do not be offended by any offensive language or words used to describe the abuse.
- Time and date your notes and do not destroy them in case they are required by a court.
- If you are able to do so, draw a diagram to indicate the position of any bruising but do not ask the child to remove any clothing for this purpose.
- Record statements and observable things, rather than your interpretations or assumptions.

Final Steps

- Once you have followed the above guidelines, pass the information on immediately to the Deputy Head (Pupils), Mrs. Tanner, or in her absence Mr. Tootill. They will have a number of options open to them, including contacting the local Social Services Team or seeking advice from the LA Safeguarding and Child Protection Officer – Lisa Collins. (Swansea 637148)

Supporting the pupil at risk

Child abuse is devastating for the child and can also result in distress and anxiety for staff who become involved. We recognise that children who are at risk, suffer abuse or witness violence may be deeply affected by this. This school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, when at school their behaviour may be challenging and defiant or they may be withdrawn. The school will endeavour to support the pupil through:

- Taking all suspicions and disclosures seriously.
- Responding sympathetically to any request from pupils or staff for time out to deal with distress or anxiety.
- Maintaining confidentiality and sharing information on a need to know basis only with relevant individuals and agencies.
- Keeping records.
- Storing records securely.
- Offering details of helplines, counselling or other avenues of external support.
- Co-operating fully with relevant statutory agencies.





- Promoting a positive, supportive and secure environment.
- Giving pupils a sense of being valued.

The school will support positive behaviour strategies aimed at supporting vulnerable pupils in the school. We recognise that some children actually adopt abusive behaviours and that these children must be referred on for appropriate support and intervention. (ACEs – Adverse Childhood Experiences)

The school will endeavour to ensure that the pupil knows that some behaviour is unacceptable but that they are valued and are not blamed for any abuse which has occurred.

The school will liaise with other agencies that support the pupil's health and well-being e.g. Social Services, Child and Adolescent Mental Health Services, the Educational Psychology Service, Behaviour Support Services, the Education Welfare Service and Advocacy Services.

When a pupil on the Child Protection Register leaves the school, in addition to the standard transfer of information the new school, the Designated Teacher will make immediate contact with the new school in order to pass on the information confidentially having sought the permission from the Child Protection Conference Chair.

The Statutory Basis of Child Protection

Children Act 1989

The Children Act 2004

Welsh Assembly Government Circular 005/2008 – Safeguarding Children in Education

The Governing Body has a duty under section 175 of the Education Act 2002 to ensure “that their functions relating to the conduct of the school are exercised with a view to safeguarding and promoting the welfare of children...”

Appendix 1 - Contact Information

Child Protection Officer	Mrs. Judith Tanner	Penyrheol Comprehensive School Pontarddulais Road Gorseinon Swansea SA4 4FG 01792 533066
Deputy Child Protection Officer	Mr. Alan Tootill	Penyrheol Comprehensive School Pontarddulais Road Gorseinon Swansea SA4 4FG 01792 533066
Chair of Governors	Mr. Jeff Bowen	Home - 01792 172756 Mobile - 07519 172756
LA Safeguarding and Child Protection Officer	Mrs. Lisa Collins	Civic Centre Oystermouth Road Swansea SA1 3SN 01792 637148

