



SAFEGUARDING AND CHILD PROTECTION POLICY 2016-17

The purpose of this policy is to define the responsibility of each individual employed by and/or working on behalf of the school for promoting and safeguarding the welfare of children who are engaged in any activity overseen by the school.

Safeguarding and promoting the welfare of children is defined for the purposes of this policy as: protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

Schools have a statutory responsibility to safeguard the welfare of children and this policy is written with due reference to: *Working together to safeguard children* (HM Government, 2015); *Keeping children safe in education* (DFE, 2016); *What to do if you're worried a child is being abused* (HM Government 2015); and The Prevent duty – Departmental advice for schools and childcare providers (DFE, 2015).

THE ROLE OF THE GOVERNING BODY

Springfield's governors will ensure that:

- the Safeguarding & Child Protection Policy is understood and implemented by all adults adopting a position of trust within the school; and that the policy is reviewed annually.
- a designated lead (Designated Officer for Safeguarding Children – DOSC) is appointed, trained and supported to advise other professionals in the school to recognise the needs of children, including the signs of possible abuse, neglect or radicalisation; and to refer any concerns such that appropriate action can be taken.
- the Behaviour and Safety Sub-Committee reviews termly feedback from the DOSC on safeguarding practice and issues, giving due regard to confidentiality.
- staff and volunteers receive safeguarding training appropriate to their role and sufficient time to fulfill their child welfare responsibilities effectively.
- the school operates safer recruitment procedures and completes all appropriate checks on staff and volunteers who work with children - *Keeping children safe in education*, Part three (DFE, 2016) guidance in use.
- the designated governor (Derek Good), oversees the completion of the Portsmouth Safeguarding Children Compact and reports her/his recommendations to the Behaviour and Safety Sub-Committee.
- effective procedures are in place to respond to any allegations made against a member of staff (including appointing a nominated governor to liaise with the Local Authority Designated Officer should an allegation be received regarding the Headteacher).
- the school contributes to inter-agency working in line with statutory guidance and LSCB procedures.

- the school implements effective e-safety practices, including using appropriate monitoring and filtering to control what on-line content pupils can access at school.
- children are taught about safeguarding through appropriate teaching and learning opportunities.
- the school has sufficient trained first-aiders and welfare staff to support the day-to-day health and safety of pupils including during enrichment opportunities, in accordance with the regulations and guidance in *Off-site Activities and Educational Visits* (Hampshire, Portsmouth and Southampton Councils, 2013).
- school security remains a priority with the premises team, all staff and volunteers, to minimise the risk of unauthorised trespass and unauthorised absence.

THE ROLE OF THE DESIGNATED OFFICER FOR SAFEGUARDING CHILDREN

The DOSC has a responsibility to:

- refer all cases of suspected abuse to social care and manage those referrals.
- provide advice and support to staff and volunteers on child welfare and child protection matters.
- take part in strategy discussions and inter-agency meetings – and/or support other staff to do so.
- liaise with the local authority and work with other agencies in line with *Working Together to Safeguard Children* (2016).
- keep accurate written records regarding safeguarding concerns/issues which are kept securely locked and separate from the main pupil files.
- undergo updated child protection training at least every two years.
- arrange 'cover' for his/her role; if, at any point, there is a risk of immediate serious harm to a child a referral should be made to children's social care immediately by another member of staff.
- liaise with the headteacher to inform her of issues, especially ongoing enquiries under section 47 of the Children Act 1989 and police investigations.
- understand the assessment process for providing early help and intervention through locally agreed common processes.
- have a working knowledge of how local authorities conduct a child protection case conference and a child protection review conference and be able to attend and contribute to these effectively when required to do so.
- encourage a culture of listening to children and taking account of their wishes and feelings, among all staff.
- ensure the school or college's policies are known and used appropriately.
- ensure the school or college's child protection policy is reviewed annually and the procedures and implementation are updated and reviewed regularly, and work with the governing body regarding this.
- where children leave the school, ensure their child protection file is transferred to the new school or college as soon as possible.

THE ROLE OF STAFF AND VOLUNTEERS

The Teachers' Standards 2012 state that teachers, including headteachers, should safeguard children's wellbeing and maintain public trust in the teaching profession as part of their professional duties.

All school staff and volunteers have a responsibility to:

- provide a safe environment in which children can learn.
- identify children who may be in need of extra help or who are suffering, or are likely to suffer, significant harm. All staff then have a responsibility to take appropriate action, referring to the DOSC as needed. (In addition to working with the designated safeguarding lead staff members should be aware that they may be asked to support social workers to take decisions about individual children.)
- protect children from the risk of radicalisation.
- be aware of the Safeguarding & Child Protection Policy (and its appendices) and systems within the school which support safeguarding.
- study part one of *Keeping children safe in education* (DFE, 2016).
- engage with appropriate child protection training which is regularly updated.
- be vigilant for the signs of abuse and neglect so that they are able to identify and refer cases of children who may be in need of help or protection.
- maintain an attitude of 'it could happen here' where safeguarding is concerned. When concerned about the welfare of a child, staff members should always act in the interests of the child.
- assume the responsibilities detailed in the Health & Safety Policy to provide a safe and healthy environment for all.
- raise any welfare concerns about pupils with medical conditions with the DOSC to ensure that their needs are met.

Review Date: October 2017

Safeguarding covers a wide range of issues including missing education, cyber bullying/bullying, mental health and substance misuse. This policy should be read in conjunction with the following Springfield policies/procedures:

- Anti-bullying
- Attendance
- Behaviour
- Drugs Education
- Equality
- Health & Safety
- Intimate Care
- Management of allegations of abuse - Portsmouth
- Medical Conditions
- Sex and Relationships Education
- Whistleblowing

Equality Policy compliant September 2013: objectives 1, 3, 4, 8, 10