



# Beaully Primary School

## Child Protection Policy



Updated March 2014

## Beaully primary - Child protection Policy

All children have a right not to be abused and to be protected from abuse and neglect, therefore child protection is the responsibility of everyone. 'It's everyone's job to make sure I'm alright' (Scottish Executive, Nov 2002) underlines the need for us all to take responsibility in order to protect children.

In our school we are committed to creating an environment in which children are safe from abuse and in which any suspicion of abuse is responded to promptly and appropriately. The wellbeing of children in our care takes precedence over any other consideration. It is the clear responsibility of all those involved in our school to adopt good practice throughout their work.

In order to achieve this we will:

- Seek to work in partnership with parents, carers, other agencies and Highland Council to promote good practice in the area of child protection.
- Update any changes in child protection policy and practice under the guidance from the designated person in the school
- Endeavour to ensure that all staff have access to appropriate child protection training, supervision and support in order to implement this policy effectively and with the minimum of stress.

The detailed arrangements, systems and procedures for ensuring that the above policy statements are fully implemented are contained in the Inter-Agency Child Protection Guidelines published by the Child Protection Committee. Child abuse is a criminal offence. All staff working in our school has an ethical duty to report any reasonable concern that a child may be being abused.

The role of members of staff is to inform the designated person of any instance, which suggests that abuse, is taking place. It is not the role of the member of staff to wait for proof, investigate or gather evidence of abuse.

When a child tells an adult about possible abuse, his or her statements should not be dismissed or ignored. The adult should attend carefully to what the child wants to communicate, taking account of the child's age and stage of development, and allow the child to say what he or she wants to say without being drawn into detailed questioning.

Our school will always seek to work with families in a clear, positive and open way, bearing in mind always that the welfare of the children is paramount.

In our school the designated person is: **Head Teacher, Mr Morrison**

In their absence their deputy is: **Additional Support Needs Teacher, Mrs Lockett or a representative from Area Education Office.**

COPIES OF CHILD PROTECTION POLICY GUIDELINES are available from the designated person or online at [www.highland.gov.uk](http://www.highland.gov.uk)

### REMEMBER:

Any concerns about the well-being of a child need to be shared.

No matter how good we are at evaluating and assessing matters to do with children in our classes, when it comes to the child's welfare we cannot evaluate and assess potential danger, risk, damage, as we only know a tiny part of the whole picture. We must share our concerns with the designated person.

Child Protection Procedure checklist for our staff if:

- A child discloses abuse, or
- A member of staff suspects a child may have been abused, or
- A third party expresses concern
- A staff member witnesses an abusive situation involving another staff member

The member of staff must: RECORD and REPORT

**R** Respond without showing any signs of disquiet, anxiety or shock

**E** Enquire casually about how an injury was sustained or why a child appears upset

**C** Confidentiality must not be promised to children or adults in this situation

**O** Observe carefully the demeanour or behaviour of the child

**R** Record in detail what has been seen and heard

**D** Do not interrogate or enter into detailed investigations: rather encourage the child to say what he/she wants until enough information is gained to decide whether or not a referral is appropriate then REPORT to the designated person without delay.

Members of staff **must not**:

- Investigate suspected/alleged abuse themselves
- Evaluate the grounds for concern
- Seek or wait for proof
- Discuss the matter with anyone other than head teacher/senior staff.

Further information can be found in 'Working Together to Protect Children in the Highlands' Highland Child Protection Committee's inter-agency guidelines as follows:

- Definitions of abuse page 4 – 6, 51 – 53
- Recording and record keeping page 10
- Education procedures page 24 - 26
- Useful contacts page 55
- Education Referral page 56

## **CHILD PROTECTION AND VULNERABLE ADULTS POLICY STATEMENT**

Education, Culture and Sport Service accepts the moral and legal responsibility to implement procedures to provide a duty of care for children, young people and vulnerable adults, safeguard their well being and protect them from abuse when they are engaged with the services we provide. The Service works within the National Framework for Standards – protecting children and young people and applies these standards equally to vulnerable adults.

Standard 1: Children get the help when they need it

Standard 2: All professionals, including those in education authorities and schools, take timely and effective action to protect children

Standard 8: All agencies, individually and collectively, including education authorities and schools, demonstrate leadership and accountability for their work and its effectiveness

The ECS Service aims to achieve these standards by:

- Requiring staff, elected members and volunteers to adopt and abide by the Highland's Inter-agency Child Protection Policy Guidelines and Code of Conduct for Local Government Employees.
- Creating a safe and healthy environment within all our services, avoiding situations where abuse or allegations of abuse may occur.
- Raising the awareness of the duty of care responsibilities relating to children, young people and vulnerable adults throughout the Service.

Standard 3: All professionals, including those in education authorities and schools, ensure children are listened to and respected

The ECS Service aims to achieve this standard by:

- Respecting and promoting the rights, wishes and feelings of children, young people and vulnerable adults.
- Supporting staff, elected members and volunteers to respond sensitively and seriously to a child, young person or vulnerable adult who discloses information about abuse and be confident and able to take appropriate action swiftly, regardless of who the allegation is about, e.g. carer/staff member.
- Promoting the general welfare and well-being of children, young people and vulnerable adults during receipt of and within Council services.

Standard 4: All agencies and professionals, including education authorities and schools and their staff, share information about children when it is necessary to protect them

Standard 5: All agencies and professionals, including education authorities and schools and their staff, work together to assess needs and risks and develop effective plans

The ECS Service aims to achieve these standards by:

- Maintaining effective procedures for recording and responding to incidents and accidents.
- Maintaining effective procedures for recording and responding to complaints of alleged or suspected abuse.
- Maintaining a level of good working practice at all times and therefore reducing the risk to children, young people and vulnerable adults under the care of our staff and volunteers.
- Ensuring that Child Protection issues are considered as part of the Service's Risk Management processes.
- Contributing to the work of the Data Sharing Partnership to ensure the Service meets the requirements of GIRFEC.

Standard 6: All professionals, including those in education authorities and schools, are competent and confident

The ECS Service aims to achieve this standard by:

- Recruiting, training, supervising and supporting staff, elected members and volunteers who work with, or make policy or operational decisions about, children, young people and vulnerable adults to

adopt best practice to safeguard and protect children and young people from abuse, and themselves against false allegations.

- Carry out appropriate levels of Disclosure Checking for staff, elected members and volunteers in accordance with Highland Council Vetting Policy.
- Responding to any allegations appropriately and implementing the appropriate disciplinary and appeals procedures.

Standard 7: All agencies, including education authorities and schools, work in partnership with members of the community to protect children

The ECS Service aims to achieve this standard by:

- Participate in multi-agency training.
- Actively encouraging good practice amongst all staff, elected members and volunteers throughout the Service, across the Council and promoting wider awareness wherever possible, i.e. partnership organisations and user groups.
- Requiring organisations receiving financial or in kind support from the Service to adopt appropriate Child Protection Policies.

Updated March 2014