**Fearnville Primary School**



**Safeguarding, Child Protection and Prevent**

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| **Title of Policy** | Safeguarding, Child Protection and Prevent |
| **Date of adoption** | Sept 2018 |
| **Originator** | Nurture Trust |
| **Date of review** | Sept 2019 |
| **Additional information** | **Named Persons**  Sarah Bowe DSL  Andrea Gray ADSL  Kirsty Todd ADSL  **Named Governor**  Gareth Logan  **Local Area Designated Officer**  Frank Hand Local Authority Designated Officer (LADO) manages allegations against adults working in a position of trust with children. The contact details for the LADO are 01274 434343  **Chair of Governors**  Gareth Logan |



Fearnville Primary School fully recognises its responsibilities for child protection, by safeguarding and promoting the welfare of ALL children. Our policy is based on the latest Local Authority guidance incorporating both Safeguarding and Child Protection regulations since September 2018. The Ofsted Document Safeguarding in Schools: best practice amended in August 2016 to include Inspecting safeguarding in early education and skills settings; has also been used to review the procedures in place. The policy uses a child centred approach and applies to all staff, governors and volunteers working in the school. The policy recognises the definition of safeguarding children and promoting their welfare as:

“protecting children from maltreatment, preventing impairment of children’s health or development; ensuring children grow up in circumstances consistent with the provision of safe and effective care; and taking action to ensure all children have the best outcomes” September 2018

“Children may be vulnerable to neglect and abuse or exploitation from within their family and from individuals they come across in their day-to-day lives. These threats can take a variety of different forms, including: sexual, physical and emotional abuse; neglect; exploitation by criminal gangs and organised crime groups; trafficking; online abuse; sexual exploitation and the influences of extremism leading to radicalisation. Whatever the form of abuse or neglect, practitioners should put the needs of children first when determining what action to take.” DFE Sept 2018

We recognise that all adults including temporary staff, volunteers, governors and visitors have a full and active part to play in protecting children from harm and promoting the best outcomes for children.

Children have said that they need:

* Vigilance: to have adults notice when things are troubling them
* Understanding and action: to understand what is happening; to be heard and understood; and to have that understanding acted upon
* Stability: to be able to develop an on-going stable relationship of trust with those helping them
* Respect: to be treated with the expectation that they are competent rather than not
* Information and engagement: to be informed about and involved in procedures, decisions, concerns and plans
* Explanation: to be informed of the outcome of assessments and decisions and reasons when their views have not met with a positive response
* Support: to be provided with support in their own right as well as a member of their family
* Advocacy: to be provided with advocacy to assist them in putting forward their views

There are five main elements to our policy:

·         Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children and that governors meet safeguarding requirements.

·         Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.

·         Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse which have the needs and views of children at their core.

·         Supporting pupils who have been abused in accordance with his/her agreed child protection plan.

·         Establishing a safe environment in which children can learn and develop including identifying and sign posting families who may benefit from Early help

**Child protection is the responsibility of all school staff. Fearnville Primary School will therefore:**

* Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to.
* Ensure children know that there are adults in the school whom they can approach if they are worried.
* Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from physical, sexual and emotional abuse, neglect, exploitation by ganga and organised crime groups, trafficking, forced marriage, FGM, breast ironing, living outside the family, Peer on Peer abuse, sexual violence and sexual harassment between children, on line abuse, Child sexual Exploitation and radicalisation.

**Roles and Responsibilities**

All adults working with or on behalf of children have a responsibility to protect them. There are, however, key people within schools, Local Authority who have specific responsibilities under child protection procedures. The names of those carrying out these responsibilities for the current year are listed on the cover sheet of this document.

It is the role of the Governing Body and the school leadership team to ensure that the DSL for Child Protection are properly supported to carry out this task and that they are given time to fulfil the duties that their role demands.

The DSL will ensure that Deputy DSLs for Child Protection attend the required training and that they refresh their training every two years. The school’s designated safeguarding lead will have FGM training. Staff are informed by leaders on a regular basis that if they discover either through disclosure or visual evidence that FGM has happened to a child under 18 years of age, it is their statutory duty to report this to the nominated staff who will report to the police

All staff and governors are offered an appropriate level of training and must undergo refresher training every three years. This training will include ‘Prevent Training’. All Senior leaders have read the Prevent duty and its application is under constant review.

It is the role of the Designated Safeguarding Lead and Named Persons for Child Protection to ensure that the child protection procedures are followed within the school, and to make appropriate, timely referrals to Children’s Social Care in accordance with the locally agreed procedures.  Additionally, it is the role of the Designated Safeguarding Lead is to ensure all staff employed including temporary staff and volunteers within the school are aware of the school’s internal procedures, to advise staff and to offer support to those requiring this.

The role of the Nominated Governor for Child Protection is to ensure that the school has an effective policy, that locally agreed procedures are in place, and that the policy and structures supporting Safeguarding children are reviewed annually. Governors must not be given details relating to individual child protection cases or situations to ensure confidentiality is not breached.

A statement in the school’s prospectus will inform parents and carers about our school’s duties and responsibilities under child protection procedures. Parents can obtain a copy of the school Safeguarding and Child Protection Policy on request.

The Governing Body and school leadership team are responsible for ensuring that the school follows safe recruitment processes, including:

* Ensuring the Head teacher, other staff responsible for recruitment and one member of the Governing Body completes safer recruitment training.
* Ensuring the upkeep of a Single Central Record of all staff and regular volunteers in accordance with government guidance. The designated Safeguarding Lead oversees the single central register which is kept in line with current legislation. Including the responsibilities to check individuals who have worked outside the UK.

The DSL and the Head teacher provide an annual report for the governing body detailing any changes to the policy and procedures; training undertaken by all staff and governors and other relevant issues.

Where a child has been missing from education for 10 days, been permanently excluded or who is going to be deleted from the register, this will be reported to the appropriate local authority office.

School will inform the local authority within 5 days if a child’s name is added to our register.

All members of staff have been required to read ‘Keeping children safe in education’ Part 1, DFE, Sept 2018. This is documented. The understanding arising from this document is used within bespoke training delivered to all staff.

The school’s senior leadership team, chair of governors and named safeguarding governor have read the Prevent duty July 2015.

“All publicly-funded schools in England are required by law to teach a broad and balanced curriculum which promotes the spiritual, moral, cultural, mental and physical development of pupils and prepares them for the opportunities, responsibilities and experiences of life. They must also promote community cohesion. Independent schools set their own curriculum but must comply with the Independent School Standards, which include an explicit requirement to promote fundamental British values as part of broader requirements relating to the quality of education and to promoting the spiritual, moral, social and cultural development of pupils. These standards also apply to academies (other than 16-19 academies), including free schools, as they are independent schools. 16-19 academies may have these standards imposed on them by the provisions of their funding agreement with the Secretary of State.” The Prevent Guidance

**Ethos**

Fearnville Primary School recognises the importance of creating an ethos within school that will help children feel safe and confident that they will be listened to.

We recognise that children who are abused or witness violence are likely to have low self- esteem and may find it difficult to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. Our school may be the only stable, secure and predictable element in their lives. Fearnville Primary school actively support children’s needs. Staff maintain an attitude of ‘it could happen here’ where safeguarding is concerned. Fearnville Primary school provide a multitude of Early Help strategies and sign post families to others.

Fearnville Primary School will endeavour to support all pupils through:

* Ensuring the content of the curriculum includes social and emotional aspects of learning.
* Ensuring that child protection is included in the curriculum to help children recognise when they don’t feel safe and to identify who they should tell.
* Promoting a positive, supportive and secure environment and Early Help where pupils can develop a sense of being valued.
* The school behaviour policy which is aimed at supporting vulnerable pupils in the school.
* The school will ensure that the pupil knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred.

**Safe Working Practice**

Fearnville Primary School & Nursery will maintain a clear code of practice that staff understand and agreed to during their induction period and apply within daily practice. The code of practice offers guidance to staff on the way they should behave when working with children.

Fearnville Primary School has assessed the risk of children being drawn into terrorism, this is reassessed as necessary. The school keeps a record of actions including Early Help it has taken to ensure children are safe from radicalisation and how we are promoting British Values.

All members of staff have a DBS check at the advised level. Any person in school without a DBS will be accompanied and in the sight of a DBS checked member of staff. Any person offered employment must complete the per appointment checks on page 35 Keeping children safe in Education 2018

Fearnville Primary school work within the parameters of the Disqualification under the childcare Act 2006, February 2015. We ask staff verbally and record their responses. Staff are aware they must inform school if their circumstances change.

**Child Protection Procedures**

Fearnville Primary School adheres to child protection procedures that have been agreed locally through the Local Children’s Safeguarding Board. The flow chart for the procedure is attached as an annexe to this document.

**Confidentiality**

All staff are aware that they must not promise to keep, ‘secrets’ with children and that if children disclose abuse or safeguarding concerns this must be passed on to the DSL as soon as possible and the child should be told who their disclosure will be shared.

Staff will be informed of relevant information in respect of individual cases regarding child protection on a ”need to know basis” only. Where staff are unhappy that their concerns have not been addressed they should use the whistleblowing channels open to them.

**Record Keeping**

Child Protection records are kept centrally and securely by the DSL. Staff are aware that they must make a record of child protection issues and events as soon as possible and that these records must be entered onto CPOMS. Child protection records must not be made in the child’s curriculum file. DSLs are listed on the Procedural Flow Chart in every room.

**Fostering arrangements**

The law states that a private fostering arrangement is:

* Anyone caring for somebody else's child who is not a close relative of the child. A close relative is a guardian, grandparent, uncle, auntie, brother, sister or step-relative.
* Where the arrangement is expected to last more than 28 days.
* Where the child or young person is under the age of 16, or 18 if the young person has a disability.

The Council will be informed about children and young people in these types of arrangements as they are potentially vulnerable as they are not living with their parents.

**Working with other agencies**

“Ultimately, effective safeguarding of children can only be achieved by putting children at the centre of the system, and by every individual and agency playing their full part, working together to meet the needs of our most vulnerable children.” Working together to safeguard children” August 2018

At Fearnville we use the seven

Schools are not investigating agencies and it essential that child protection issues are addressed through agreed procedures however schools continue to play a role after referral and need to develop strong links with partner agencies particularly social care.

Fearnville Primary School recognises the importance of multi-agency working and will ensure that staff are able to attend all relevant meetings including case conferences, core groups and strategy meetings.

When dealing with looked after children and previously looked after children, it is important that all agencies work together and prompt action is taken on concerns to safeguard these children, who are a particularly vulnerable group.

School staff will remain alert to the possibilities of vulnerability of children and the potential for abuse, both physical and mental, grooming, forced marriages, child sexual exploitation breast ironing, belief of spirit possession pupil on pupil abuse and female genital mutilation. Where staff have concerns about the radicalization of a child they will contact the local Channel officer who will assess the child’s vulnerability and arrange appropriate support to improve the child’s outcomes and keep them safe.

When sharing information with other agencies all safeguarding documentation has secure transit and is signed for by the recipient. (Appendix A)

**Allegations against members of staff**

Fearnville Primary School recognises that it is possible for staff and volunteers to behave in a manner that causes harm to children and takes any allegation made against members of staff or volunteers seriously. Staff are trained to make any allegations to the Headteacher (Designated Safeguarding Lead) or the chair of governors in the case of an allegation towards the Headteacher. The local arrangements for managing allegations are understood and followed. All staff know who to talk to if they are concerned about the behaviour of an adult.

**The use of school premises by other organisations**

Where services or activities are provided separately by another body, using the

school premises, the Governing Body will seek assurance that the body concerned

has appropriate policies and procedures in place in regard to Safeguarding children

and child protection and will have written documentation to this effect.

**Links to other school policies**

Fearnville Primary School recognises that a number of other policies and procedures developed and operated by school form part of the wider agenda of Safeguarding and Promoting Children’s Welfare and this policy should be read in conjunction with the policies listed below:

* Behaviour and anti-bullying policy
* Health and safety policy
* Procedures for school trips
* Safer recruitment policies and practice
* Induction documentation
* Policies that recognise specific vulnerable groups
* Whistle blowing policy
* Prevent
* Care and control
* Medical needs policy
* First aid
* Drugs and substance misuse
* Educational visits
* Intimate care
* Internet and safety
* School security
* Visitors

**Policy Review**

The Governing Body is responsible for ensuring the annual review of this policy and

that the list of key contacts on the procedural flow chart is kept up to date

Policy agreed:

Review date November 2019 due to legislation changes.

Next review date September 2019

Appendix

Definitions

‘Harm’ refers to any negative impact on an individual’s mental, emotional or physical wellbeing. It can also arise from and include causing people distress, embarrassment or humiliation, anxiety or loss of self-esteem. In avoiding harm, we include a responsibility for the physical safety of those involved in a project or activity.

The children’s commissioner safeguarding policy 2015

Designated Safeguarding Lead:

Each school and college should have a designated safeguarding lead who will provide support to staff members to carry out their safeguarding duties and who will liaise closely with other services such as children’s social care.

Keeping children safe in education, DFE, July 2015

References:

Working together to safeguard children, DFE, August 2018

Inspecting safeguarding in early years, education and skills setting August 2016

Keeping children safe in education, DFE, September 2018

Disqualification under the Childcare Act 2006, DEF, July 2018

Information sharing, DEF, July 2018

The Prevent duty, DEF March 2016

What to do if you’re worried a child is being abused, DEF, March 2015

**Child Protection Procedures Flow Chart as of June 2015**

**Policy reviewed June 2015**

**On discovery or suspicion of child abuse**

**If in doubt – ACT**

**⭣**

**Inform your Named Person for Child Protection**

Wahid Zaman, Andrea Gray,

**Who should then take following steps**

**⭣**

Where it is clear that a Child Protection Referral is needed contact Children’s Initial Contact Point without delay

Tel No: 01274 437500

Out of hrs Emergency Duty Team

Tel No: 01274 431010

Where the Named Person is not sure whether it is a child protection issue they may seek advice from the Children’s Safeguarding and Reviewing Unit Consultation Service

Tel No: 01274 434343

**⭣**

If you are asked to monitor the situation, make sure you are clear what you are expected to monitor, for how long and how and to whom you should feedback information to.

**⭣**

Remember always make and keep a written record of all events and action taken, date and sign each entry to this record. Keep records confidential and secure.

⭣

Ensure immediate completion and dispatch of the Child Protection Referral Form EB19. Retain the pink copy in school. Send copies to:

* Children’s Social Care (White) (to the Area Office you made your referral too)
* Co-ordinator, Child Protection Unit (Blue), Olicana House
* Principal Education Social Worker (Yellow) – Future House, Bolling Road, Bradford, BD4 7EB.

###### USEFUL TELEPHONE NUMBERS

Child Protection Unit: 01274 434343

Emergency Duty Team: 01274 431010

Children’s Social Care: 01274 437500

Principal Education Social Worker, Education Bradford: 01274 385789

Child Protection Development Co-ordinator: 01274 385726

Police**:** Javelin House, Child Protection Unit: 01274 376061

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| **TRANSFER OF CHILD PROTECTION FILE SUMMARY SHEET**  **NO CHILD PROTECTION DATA REGARDING THIS PUPIL HAS BEEN LEFT FEARNVILLE Primary SCHOOL.**  **THE DATA IS NOW THE RESPONSIBILITY OF THE SETTING OR SCHOOL BELOW** | |
| **DATE** |  |
| **OLD SCHOOL** | **Fearnville Primary School** |
| **NEW SCHOOL** |  |
| ***(SEE CONTENTS LIST BELOW)***  **FILE TRANSFERRED BY:**  **NAME:**  **ROLE:**  **SIGNATURE:**  **DATE:** |  |
| ***(SEE CONTENTS LIST BELOW)***  **FILE RECEIVED BY:**  **NAME:**  **ROLE:**  **SIGNATURE:**  **DATE:** | **Named Person** |

**INDIVIDUAL FILE, and summary chronology and TRANSFER FORM given to FOR THE FOLLOWING PUPIL/s**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **First Name** | **Last Name** | **DOB** | **Gender** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |

**PLEASE SIGN BOTH COPIES AND RETURN ONE TO Andrea Gray AT FEARNVILLE PRIMARY SCHOOL : THANKYOU**

**This document is only for the use of transferring Child Protection Information by DSL**

**Seven Golden rules of Sharing information**

1. Remember that the General Data Protection Regulation (GDPR), Data Protection Act 2018 and human rights law are not barriers to justified information sharing, but provide a framework to ensure that personal information about living individuals is shared appropriately.

2. Be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.

3. Seek advice from other practitioners, or your information governance lead, if you are in any doubt about sharing the information concerned, without disclosing the identity of the individual where possible.

4. Where possible, share information with consent, and where possible, respect the wishes of those who do not consent to having their information shared. Under the GDPR and Data Protection Act 2018 you may share information without consent if, in your judgement, there is a lawful basis to do so, such as where safety may be at risk. You will need to base your judgement on the facts of the case. When you are sharing or requesting personal information from someone, be clear of the basis upon which you are doing so. Where you do not have consent, be mindful that an individual might not expect information to be shared.

5. Consider safety and well-being: base your information sharing decisions on considerations of the safety and well-being of the individual and others who may be affected by their actions.

6. Necessary, proportionate, relevant, adequate, accurate, timely and secure: ensure that the information you share is necessary for the purpose for which you are sharing it, is shared only with those individuals who need to have it, is accurate and up to-date, is shared in a timely fashion, and is shared securely (see principles).

7. Keep a record of your decision and the reasons for it – whether it is to share information or not. If you decide to share, then record what you have shared, with whom and for what purpose.