



# THE HESSE FEDERATION OF SCHOOLS



## CHILD PROTECTION POLICY

**Effective Date:** July 2009

**Date of minuted approval by the governing body:** 2 July 2009

**Review Committee:** Personnel and Pay

**Review Date:** July 2011

### 1. Introduction

Everyone in the Education Service shares an objective to help keep children and Young people safe by contributing to:

- Providing a safe environment for children and young people to learn in education settings; and
- Identifying children and young people who are suffering or likely to suffer significant harm, and taking appropriate action with the aim of making sure they are kept at home and at school.

All education settings must have in place systems designed to:

- Prevent unsuitable people working with, or coming into contact with,
- Children and young people within the setting;
- Promote safe practice and challenge poor or unsafe practice;
- Identify instances in which there are grounds for concern about a child/young person's welfare and take appropriate action to keep children/young people safe;
- Contribute to effective partnership working between all those involved with
- providing services for children

(Working Together 2006)

### 2. The Policy

2.1 *This policy is part of the schools Safeguarding Framework that also includes:*

- *Safe School Policy*
- *Safe Recruitment & Vetting Policy*

2.2 *It should also be read in conjunction with other related policies in school. These Include:*

- *Behaviour Management Policy*
- *Anti-Bullying/Anti-Racist*
- *Special Education Needs*
- *Health & Safety*
- *Sex Education*
- *Education/residential visits*
- *Staff guidance for safe working practice for the protection of children*

- 2.3 The policy is written to comply with the following legislation and guidance
- **Working Together to Safeguard Children 2006**
  - **Safeguarding Children and Safer Recruitment in Education 2006**
  - **(Dealing with allegations against Teachers and other staff 2005/6)**
  - **What to do if you are worried a child is being abused 2006**
  - **ER YCC Care and Control Guidelines Sept 2006**
  - **East Riding Safeguarding Children Board Guidance and Procedures April 2007**

### **3. Responsible designated staff for child protection and contact details.**

**School Child Protection Co-ordinator/s (Hessle High School)** Andrew Jolley  
**(Penshurst Primary School)** Helen Downing

**Deputy Child Protection Co-ordinator/s (Hessle High School)** Lesley Fearnley  
**(Penshurst Primary School)** Angela Ruston

**Nominated Governor for Child Protection** Frederick Langley, Michael McDermott

**Senior LA Child Protection Officer, Tony Marsh Child Protection Officer (schools)**  
**Inclusion/EWS room FF20 County Hall, Beverley 01482 392139**  
[Tony.marsh@eastriding.gov.uk](mailto:Tony.marsh@eastriding.gov.uk)

### **4. Purpose of a Child Protection Policy**

- 4.1 An effective whole school child protection policy is one that provides a clear direction to staff and others about expected codes of behaviour in dealing with child protection issues.
- 4.2 An effective policy also makes explicit the school's commitment to the development of good practice and sound internal school/services procedures. This ensures that child protection concerns and referrals may be handled sensitively, professionally and in ways, which support the needs of the child.
- 4.3 The aim of this policy is to safeguard and promote our students welfare, safety, Health and guidance by fostering an honest ,open caring and supportive climate. The student's welfare is of paramount importance.
- 4.4 Our school fully recognises the contribution it can make to protect children and support students in school.

There are three main elements of our Child Protection Policy:

- **Prevention:**  
e.g. positive school atmosphere, teaching and pastoral support to students
- **Protection:**  
By following agreed procedures, ensuring staff are appropriately recruited, trained and supported to respond appropriately and sensitively to Child Protection concerns.
- **Support:**  
To students and school staff and to children who may have been abused

4.5 This policy applies to: All teaching, non teaching and volunteer staff.

## 5. School Commitment

5.1 We recognise that high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps all children, and especially those at risk of, or suffering from abuse.

Our school will therefore:

- a) Establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to.
- b) Ensure that children know that there adults in the school who they can approach if they are worried or are in difficulty.
- c) Include in the curriculum activities and opportunities for PSHE/Citizenship which equip children wit the skills they need to stay safe from abuse and which will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills.
- d) Ensure that wherever possible every effort will be made to establish effective working relationships with parents and colleagues from other agencies.

## 6. Procedures

6.1 Where it is believed that a child is suffering from , or is at risk of, significant harm, we will follow East Riding Safeguarding Children Board Guidelines and Procedures

- *New staff induction days involve input from CPC re basic signs and symptom and school policy/procedures*
- *School policy re. Child Protection is given in the Staff handbook issued to all staff.*
- *A training day is devoted to child protection issues at least every third year for all staff including non teaching staff.*
- *Key pastoral staff are given outside training re. signs and symptoms and interagency working.*

6.2 If any member of staff has a concern about the safety/welfare of a student they should discuss the matter with the appropriate Head of Year (class teacher at Penshurst School). The matter will be referred to Andrew Jolley, our Child Protection Co-ordinator. In his absence a Deputy Child Protection officer will be informed. At this point a decision will be made in terms of responding to the concern. The Headteacher will be made aware of the concern and will be informed of all developments in this respect.

## 7. Records and Monitoring

Well-kept records are essential to good child protection practice. Our school is clear about the need to record any concerns held about a child or children within out schools, status of such records and when these records should be passed over to other agencies.

- In all cases of concern about the welfare of a child the information will be recorded and filed by the Child Protection Co-ordinator. These will be stored separate from other school records in a filing cabinet in the CPC's office.
- Students who are considered to be a concern will be discussed within the student support forum and appropriate plans produced to meet their needs. (Hessle High School)
- Staff will be informed on a need to know basis of child protection issues.

## 8. Training and Support

8.1 All staff will have access to Child Protection training which is relevant and appropriate to their role. Refresher training should be available at least every three years for all staff, but bi-annually for designated staff. The demands and difficulties associated with working in this very sensitive area cannot be ignored, and staff must receive training and appropriate support to help them to safeguard and promote the welfare of the children and young people with whom they work.

All staff of each establishment/service will be trained to recognise and respond to situations where a child may be considered to be at risk.

8.2 Levels of training

CPCs and Pastoral staff	<i>Level 1 &amp; 2 ERSCB</i>
All other staff in regular contact with children	<i>Foundation Level ERSCB</i>
CP Gov	<i>Foundation Level ERSCB</i>
Support staff	
Volunteers/students	<i>Induction training on start</i>
New staff	<i>Induction training on start</i>

*All staff to receive Single Agency training and refresher training(at least every three years).*

## 9. Professional Confidentiality

9.1 'Confidentiality is an issue which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. The only purpose of confidentiality in this respect is to benefit the child'.

Information on students of a child protection nature will be given to staff on a 'need to know' basis.

If a child makes a disclosure of harm to a member of staff.

- Listen to what the child has to say with an open mind.
- Do not ask probing or leading questions designed to get the child to reveal more.
- Never stop a child who is freely recalling significant events.
- Make a note of the discussion, taking care to record the timing, setting and people present as well as what was said.
- Never promise the child that what they have told you can be kept secret. Explain that you have a responsibility to report what the child has said to someone else.

## 10. Supporting students at Risk

10.1 Our school recognises that children who are abused or who witness violence may find it difficult to develop a sense of worth and to view the world in a positive way.

10.2 This school will endeavour to support students through;

- a) the curriculum, to encourage self-esteem, and self-motivation.
- b) the school ethos, which promotes a positive ,supportive and secure environment.
- c) the implementation of school behaviour management policies.

- d) a consistent approach, which recognises and separates the cause of behaviour from that which the child displays. This is vital to ensure that all children are supported within the school setting.
- e) regular liaison with other professionals and agencies who support the students and their families (including CAF process when needed).
- f) a commitment to develop productive, supportive relationships with parents, whenever it is in the child's interests to do so.
- g) the development and support of a responsive and knowledgeable staff group trained to respond appropriately in child protection situations.

Reference to other related policies

- Whistleblowing Policy
- Safer Working Practices Document - this document give practice directives when there is a complaint made regarding the Executive Headteacher.

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I have read the Hessle Federation Child Protection Policy and understand that I must adhere to it at all times.

Signed.....

Print.....

Date.....