



Hazelwood Infant and Junior Schools

Child Protection Policy

**Reviewed
November 2009**

Reviewed by the Community Committee – Annually in the Summer Term

Child Protection Policy Hazelwood Schools

This policy was reviewed on 25th November 2009. The policy is to be reviewed annually.

Designated Staff for Child Protection

Sue Bigio	Headteacher
Jo Cuttell	Deputy Headteacher
Andy Peck	Deputy Headteacher

Designated Governor for Child Protection

Liz Constantinides

1.0 Introduction

- 1.1 The governors and staff of Hazelwood Schools fully recognise the contribution they make to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our pupils from harm.
- 1.2 All staff and Governors believe that our schools should provide a caring, positive safe and stimulating environment which promotes the social, physical and moral development of the individual child.
- 1.3 The aims of this policy are:
 - 1.3.1 To support the child's development in ways that will foster security, confidence and independence
 - 1.3.2 To raise the awareness of both teaching and non-teaching staff of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse.
 - 1.3.3 To provide a systematic means of monitoring children known or thought to be at risk of harm.
 - 1.3.4 To emphasise the need for good levels of communication between all members of staff.
 - 1.3.5 To develop a structured procedure within the schools which will be followed by all members of the school community in cases of suspected abuse.
 - 1.3.6 To develop and promote effective working relationships with other agencies, especially the Police and Social Services

- 1.3.7 To ensure that all adults within our schools who have access to children have been checked as to their suitability.

2.0 Procedures

- 2.1 Our school procedures for safeguarding children will be in line with the Education Children Service and Leisure (ECSL) and the Local Safeguarding Children Board (LCSB) procedures. The LCSB have adopted and follow the London Child Protection Procedures

We will ensure that:

- 2.1.1 We have a designated member of staff who undertakes regular training.
- 2.1.2 We have members of staff who will act in the designated teacher's absence.
- 2.1.3 All members of staff develop their understanding of the signs and indicators of abuse.
- 2.1.4 All members of staff know how to respond to a pupil who discloses abuse.
- 2.1.5 All parents/carers are made aware of the responsibilities of staff members with regard to child protection procedures at the beginning of each academic year.
- 2.1.6 This Child Protection Policy will be made available to view on the schools website.
www.hazelwoodschoools.org.uk

- 2.2 Our procedures will be regularly reviewed and up-dated

- 2.2.1 All new members of staff and volunteers will be made aware of our child protection procedures as part of their induction into school.
- 2.2.2 We have a rolling programme of training for all staff which occurs every three years for all staff.

3.0 Responsibilities

- 3.1 The designated teacher is responsible for:

- 3.1.1 Adhering to the ECSL, LCSB and school procedures with regard to referring a child if there are concerns about possible abuse
- 3.1.2 Keeping written records of concerns about a child even if there is no need to make an immediate referral
- 3.1.3 Ensuring that all such records are kept confidentially and securely and are separate from pupil records
- 3.1.4 Ensuring that an indication of further record-keeping is marked on the pupil records

- 3.1.5 Ensuring that any pupil currently on the child protection register who is absent without explanation for two days is referred to Social Services.

4.0 Supporting Children

- 4.1 We recognise that a child who is abused or witnesses violence may find it difficult to develop and maintain a sense of self worth. We recognise that a child in these circumstances may feel helpless and humiliated. We recognise that a child may feel self blame.
- 4.2. We recognise that the school may provide the only stability in the lives of children who have been abused or who are at risk of harm.
- 4.3. We accept that research shows that the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.
- 4.4. Our schools will support all pupils by:
 - 4.4.1 Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying
 - 4.4.2 Promoting a caring, safe and positive environment within the school.
 - 4.4.3 Liaising and working together with all other support services and those agencies involved in the safeguarding of children
 - 4.4.4 Notifying Children's Services as soon as there is a significant concern.
 - 4.4.5 Providing continuing support to a pupil about whom there have been concerns who leaves the schools by ensuring that appropriate information is forwarded under confidential cover to the pupil's new school.

5.0 Confidentiality

- 5.0 We recognise that all matters relating to Child Protection are confidential.
- 5.1 The Headteachers or Designated Teacher will disclose any information about a pupil to other members of staff on a need to know basis only.
- 5.2 All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- 5.3 All staff and volunteers must be aware that they cannot promise a child to keep secrets.

6.0 Supporting Staff

- 6.0 We recognise that staff working in the schools who have become Involved with a child who has suffered harm, or appears to be likely to suffer harm may find the situation stressful and upsetting.
- 6.1 We will support such staff by providing an opportunity to talk through their anxieties with the designated teacher and to seek further support as appropriate.

7.0 Allegations against staff

- 7.0 We understand that a pupil may make an allegation against a member of staff.
- 7.1 If such an allegation is made, the member of staff receiving the allegation will immediately inform the headteacher.
- 7.2 The headteacher on all such occasions will discuss the content of the allegation with the LA Lead Officer for Child Protection.
- 7.3 If the allegation made to a member of staff concerns the Headteacher, the designated teacher will immediately inform the Chair of Governors who will consult with the LA Lead Officer for Child Protection.
- 7.4 The schools will follow the LA procedures for managing allegations against staff, a copy of which will be readily available in the school.

8.0 Whistleblowing

- 8.0 We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.
- 8.1 All staff should be aware of their duty to raise concerns, where they exist, about the attitude or actions of colleagues.
- 8.2 We adhere to the LA's 'Whistle Blowing' Policy

9.0 Physical Intervention

- 9.0 Our policy on physical intervention by staff is set out in a separate policy and acknowledges that staff must only ever use physical intervention as a last resort, and that at all times it must be the minimal force necessary to prevent injury to another person.
- 9.1 We understand that physical intervention of a nature which causes injury or distress to a child may be considered under child protection or disciplinary procedures.
- 9.2 Policy to be updated Spring 2010

10.0 Bullying

10.1 Our policy on bullying is set out in our Behaviour policy which is currently under review by parents, children and staff.

11.0 Racist Incidents

11.1 Our policy on racist incidents is set out in our Racial Incidents policy.

12.0 Prevention

12.1 We recognise that the schools play a significant part in the prevention of harm to our pupils by providing pupils with good lines of communication with trusted adults, supportive friends and an ethos of protection.

12.2 The schools community will therefore:

12.2.1 Establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to.

12.2.2 Ensure that all children know there is an adult in the school whom they can approach if they are worried or in difficulty.

12.2.3 Include in the curriculum opportunities for PSHE which equip children with the skills they need to stay safe from harm and to know to whom they should turn for help.

12.2.4 SEAL materials provide useful resources to support the PSHE curriculum.

13 Health & Safety

13.1 Our Health & Safety policy, set out in a separate document, reflects the consideration we give to the protection of our children both within the school environment and when away from the school when undertaking school trips and visits.