



# **ST. PIUS X PREP. SCHOOL**

## **SAFEGUARDING CHILDREN** **POLICY**

### **1. THE PURPOSE OF THE SAFEGUARDING CHILDREN POLICY**

An effective whole school safeguarding policy is one which provides clear direction to staff and others about expected codes of behaviour in dealing with child protection issues. An effective policy also makes explicit the school's commitment to the development of good practice and sound procedures. This ensures that safeguarding concerns and referrals may be handled sensitively, professionally and in ways which support the needs of the child. St Pius' commitment to the development of good practice is endorsed by the school's Mission Statement.

### **2. INTRODUCTION**

St Pius X School aim to equip our children with an academic and social education in a Roman Catholic environment which will enable them to achieve their full potential.

Our school fully recognises the contribution it can make to protect children and support pupils in school.

There are three main elements to our Safeguarding of Children Policy.

- (a) **Prevention:** (Positive school atmosphere, teaching and pastoral support to pupils).
- (b) **Protection:** (By following agreed procedures, ensuring staff are aware of and ready to respond appropriately and sensitively to Child Protection concerns).
- (c) **Support:** (To pupils and school staff and to children who may have been abused).

This policy applies to all members of the St Pius X community.

#### **4. SCHOOL COMMITMENT**

**We recognise that for children, 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 through circle time, PSHE and an awareness of who to talk to if in need.**
- (b) Ensure that children know that there are 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 which equip children with the skills they need to stay safe from abuse. (Please refer to PSHE file).**
- (d) Prepare children for adult life.**
- (e) Ensure that if necessary every effort will be made to establish effective working relationships with parents and colleagues from other agencies.**
- (f) Staff to be made aware and reminded annually to ensure that their actions do not place pupils or themselves at risk of harm or allegations of harm, and of the need to avoid asking leading questions. (e.g. one to one tuition, sports coaching, conveying a pupil by car etc)**
- (g) The school will report to ISA within one month of leaving the school, any person whose services are no longer used because he/she is considered unsuitable to work with children.**

#### **5. ROLES AND RESPONSIBILITIES**

**All adults working with or on behalf of children have a responsibility to protect children. There are, however, key people within schools and the LEA who have specific responsibilities under Safeguarding procedures. The names of those carrying these responsibilities for the current year are listed below:-**

**The Senior designated Officer is Miss B Banks**

**The deputy designated Officer is Mrs V Sutton**

**Senior designated Nursery Officer is Miss G Moss**

**The deputy designated Nursery Officer is Mrs K Webster**

The Chairman of Governors is informed of any child protection matters by the Head and updates are reported at every Governors' meetings. The Governors review all policies and procedures, and the efficiency with which the related duties have been discharged, annually.  
For matters pertaining to EYFS, please see Safeguarding policy for EYFS.

## **6. PROCEDURES**

We will follow the procedures set out in the document produced by Lancashire Child Protection (Education Service) also known as 'The Blue File'. Copy of the file can be found in the Head's study. In the case of abuse by one or more pupils, the normal school procedure for serious discipline will be followed as per the Discipline Policy.

## **7. TRAINING AND SUPPORT**

Our school will ensure that the Head Teacher, the Senior Designated Teacher and the nominated governor for Safeguarding are aware of current issues/legislation relating to Safeguarding matters.

All staff attend Safeguarding training on a 3 year cycle, usually during the Staff Inset Days. Part time and voluntary staff are to be informed of this training and encouraged to attend.

Designated staff attend training in child protection and inter agency training, which is up-dated every 2 years.

## **8. PROFESSIONAL CONFIDENTIALITY**

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.'

- Members of the St Pius community must understand the need for confidentiality
- Liaison with a child, when and if necessary, must be done with an awareness of never guaranteeing confidentiality to the child.

## **9. RECORDING 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 our school, the status of such records and when these records should be passed over to other agencies.

- When it becomes apparent there are child protection concerns staff will refer the matter to the Senior Designated Officer.
- Recorded and monitored information is kept in the Head's study.

- In the case of allegations against any member of St Pius staff, the procedures will be followed as per the Lancashire Child Protection Information Pack Document A7(i) (See Appendix)
- Any allegations against staff, volunteers or the designated person with responsibility for Safeguarding, should be reported to the Head. If the Head is absent, the allegation should be passed to the Chair of Governors. If the allegation concerns the Head, the person receiving the allegation should immediately inform the Chair of Governors, without notifying the Head first. In case of serious harm, the police should be informed from the outset.
- For matters pertaining to the EYFS, please refer to separate EYFS Safeguarding Policy

## **10. SUPPORTING PUPILS AT RISK**

Our school recognises that children who are abused or who witness violence may find it difficult to develop a sense of self worth and to view the world in a positive way. This school may be the only stable, secure and predictable element in the lives of children at risk. Staff need to be sensitive to the fact that asking leading questions may be inappropriate. Whilst at school, their behaviour may still be challenging and defiant and there may even be moves to consider suspension or exclusion from school.

We recognise that, statistically, children with behavioural difficulties and disabilities are most vulnerable to abuse. School staff who work, in any capacity, with children with profound and multiple disabilities, sensory impairment and/or emotional and behaviour problems will need to be particularly sensitive to signs of abuse.

It must also be stressed that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support or protection.

Other signs of abuse –

- Child becomes withdrawn and anxious
- Clothing or belongings damaged
- Unexplained cuts or bruises
- Changes to usual behaviour, routine or performance
- Becomes aggressive, disruptive or unreasonable
- Changes to eating patterns
- Is frightened to say what's wrong
- Changes to physical appearance
- Uneasy around adults

## **11. SAFE SCHOOLS, SAFE STAFF**

- Be professionally aware at all times when dealing with children.
- Any allegation against a member of staff is to be reported to the Head and procedure will be followed (as per discipline policy).
- Any weaknesses or deficiencies in Safeguarding arrangements, will be remedied without delay.

## **12. THE COMMON ASSESSMENT FRAMEWORK FOR CHILDREN AND YOUNG PEOPLE - CAF FORM**

- 1) This form should be used when we consider that a child has needs which cannot be met solely by those services and resources which can be accessed directly by school and where, following an assessment of the situation, we believe that co-ordinated intervention is required to promote, safeguard or protect the welfare of the child.**
- 2) In these circumstances, we will have records detailing what work has been undertaken by our school to support the child and family and why we believe that a more corporate and co-ordinated approach is needed. This information then provides the basis for the completion of the CAF form. The request for co-ordinated support services for a family should always be discussed with parents unless to do so would place the child or others at risk of harm. The form will be completed by the Designated Senior Person.**
- 3) Where, following an assessment of a situation, it is considered immediate protective action is required, a child protection referral must be made by the Designated Senior Person. This referral will be a telephone/visit to the local social services office. The CAF should then be forwarded by the nominated officer to social services following the child protection referral within 24 hours.**
- 4) When a referral is made the consent of a parent (and the child, if they are of sufficient age and understanding) must be obtained prior to making a child in need referral under Section 17; this should be acknowledged on the CAF. A parent should usually be informed by the referrer that a child protection referral is to be made. The criteria for not informing parents are:
  - a. because this would increase the risk of significant harm to a child(ren); or**
  - b. because, in the referrer's professional opinion, to do so might impede an investigation that may need to be undertaken.****
- 5) The source of referrals will be disclosed to parents except in a limited number of circumstances. If the Designated Senior Person felt his own, or another adult's, immediate safety would be placed at risk by informing parents then they should seek advice and/or make this clear on the CAF and in any telephone contact with social services.**

## **13. THE MULTI-AGENCY ASSESSMENT AND REFERRAL FORM**

**Where, following an assessment of a situation, it is considered immediate protective action is required, a child protection referral must be made by the Senior Designated Officer. This referral will be a telephone/visit to the local social services office. The multi-agency form should then be forwarded by the nominated officer to social services following the child protection referral within 24 hours.**

**Local Agency Contact Details –  
Lancashire Child Protection(Education) Service – Tel – 01772 532723  
Speak to – Mary Aurens (Safeguarding Officer for Schools)  
Or – Paul McIntyre (Safeguarding Co-ordinator)  
Verification of phone call will be sent electronically – email to be kept on  
file.**

**Miss B Banks  
Spring Term 2010**