



GOVERNORS' POLICY STATEMENT ON SAFEGUARDING

Issue No	Author/ Owner	Date Written/Revised	Approved by Governors on	Comments
1	KJM	March 2010	3 March 2010	
2	NL	September 2011		Name change
3	NL	January 2014	5 March 2012	Name change
4	NL	December 2014	14 January 2015	Name/date change
5	MCS	January 2016	13 January 2016	Name change and Prevent update
6	MCS	January 2017	8 March 2017	General updates

1. Introduction

The governors recognise their responsibility under section 175 of the Education Act 2002 to safeguard and promote the welfare of children and to work together with other agencies to ensure adequate arrangements within the school to identify, assess, and support those children who are suffering harm.

This policy applies to all governors, staff and volunteers working in the school. There are five main elements:

- Establishing a safe environment in which children can learn and develop.
- Ensuring safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raising awareness of safeguarding issues and equipping children with the skills needed to keep them safe.
- Developing and implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting students who have been abused in accordance with his/her agreed child protection plan.

2. Procedures

School procedures for safeguarding children are in line with North Somerset Safeguarding Children's Board (NSSCB) and the South West Child Protection procedures which have been adopted by North Somerset Local Authority. They will follow any guidance issued by The Department for Education (DfE), namely *Keeping Children Safe in Education, September 2016 (KCSIE)* and *Working Together to Safeguarding Children 2015* issued by HM Government. Alongside these local guidance - the North Somerset Safeguarding Children Board Threshold Criteria for Children in Need and Child Protection Referrals provides a clear framework for identifying levels of need and the action required to support and safeguard children.

All school staff and volunteers are also asked to read the "Guidance for Safer Working Practice for Adults who Work with Children and Young People" issued by the NSSCB which has been adopted as the staff behaviour policy for the school.

2.1 Safer Recruitment

We will follow relevant guidance in *Keeping Children Safe in Education September 2016* (Section 3 Safer Recruitment) and from The Disclosure and Barring Service (DBS).

We will ensure governors and staff on recruitment panels undertake all appropriate safer recruitment training as outlined in *KCSIE September 2016*.

Our selection and recruitment policy will include all appropriate checks on staff and suitability including DBS checks. With regard to the recruitment of volunteers our policy will be rigorous and follow KCSIE 2016 and other DfE guidance with regard to regulated and supervised activity.

We will ensure that all adults within our school who have access to children have been checked as to their suitability as outlined in KCSIE 2016.

We will ensure that all staff and volunteers have read the staff behaviour policy (code of conduct) and understand that their behaviour and practice needs to be in line with it.

2.2 Allegations

Any allegations against staff, volunteers, governors or contractors that indicate that they may have:

- behaved in a way that has harmed a child, or may have harmed a child;
- possibly committed a criminal offence against or related to a child; or
- behaved towards a child or children in a way that indicates s/he is unsuitable to work with children

is reported immediately to the Headteacher or the Designated Safeguarding Lead if the Headteacher is not present. The Headteacher will inform the Designated Officer for Allegations (DOFA) following the guidance *KCSIE 2016*. SPA 01275 888808 lado@n-somerset.gcsx.gov.uk

If the allegation concerns the Headteacher, the person receiving the allegation immediately informs the Chair of Governors who addresses the concerns, without notifying the Headteacher first.

The name of any member of staff considered not suitable to work with children will be referred to the Disclosure and Barring Service (DBS) with the advice and support of Human Resources and in accordance with the DBS Referral Policy.

2.3 Raising Awareness and Equipping Children with Skills Needed

We recognise that because of their day to day contact with students, school staff are well placed to observe the outward signs of abuse and that all governors and staff have a full and active part to play in protecting students from harm. The school:

- ensures students know that there are adults in the school whom they can approach if they are worried
- embeds opportunities in the curriculum and school life for children to develop the skills they need to recognise and stay safe from abuse, also including peer on peer abuse, online abuse, child sexual exploitation, radicalisation and female genital mutilation.
- raises the awareness of all teaching and support staff of the need to safeguard children, and of their responsibilities in identifying and reporting possible cases of abuse.

- ensures every governor and member of staff (including casual staff and volunteers) knows the name of the Designated Safeguarding Lead (DSL) and the deputy responsible for child protection and their roles.
- ensures that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus.
- recognises that exposure to domestic violence can have a serious impact on a child's development and emotional well-being and acknowledges that staff themselves can be victims or perpetrators of domestic abuse.
- makes plain in school the name of the Designated Safeguarding Lead and Deputy Designated Safeguarding Lead, with a statement explaining the school's role in referring and monitoring cases of suspected abuse.
- gives new staff, including postgraduate student teachers, a copy of the school's child protection policy and other relevant documentation, and explains them as part of their induction into the school.

2.4 Implementing Procedures for Reporting Abuse

The school has a Designated Safeguarding Lead for child protection who undertakes the Intermediate, two-day multi-agency Advanced Safeguarding Children Training as recommended by the North Somerset Safeguarding Board and updates training every two years. There is also a named member of staff who will act in the Designated Teacher's absence; they have received the same level of training.

The school has a nominated governor responsible for child protection who has been appropriately trained.

The school ensures that all governors, staff and volunteers understand their responsibilities in being alert to the signs of abuse and their responsibility for referring any concerns to the Designated Safeguarding Lead.

The school ensures that all staff also understand their responsibilities in terms of the 'Prevent' strategy to ensure that all students are protected from the threat of radicalisation and that any concerns are passed on to the relevant authorities.

The school notifies the Referral and Joint Investigation Team, Social Care immediately if there is an unexplained absence of any student who is subject to a Child Protection Plan or an absence which has been explained by a parent or carer but the school remains concerned.

The school develops effective links with relevant agencies and co-operates as required regarding child protection matters including attendance at case conferences.

The school keeps written records of concerns about children, even where there is no need to refer the matter immediately.

The school provides a systematic means of monitoring children known or thought to be at risk of harm, and contributes to assessments of need and support plans for those children.

The school ensures all records are kept securely; separate from the main student file and in locked locations.

The school understands that the responsibility to safeguard children requires sharing appropriately any concerns about children. This may include contacting the Local Authority Lead Officer for Child

Protection or the Referral and Joint Investigation Team, Social Care, who will provide consultation and advice for anyone working with children.

The school makes a timely referral to enable other agencies to carry out their responsibilities.

The school ensures all members of staff are provided with opportunities to receive regular training in order to develop their understanding of the signs and indicators of abuse. Staff will also receive updates by email, as and when they are required.

Ensure that parents are clearly informed of the school's responsibility for safeguarding and child protection and as such the school's policies will be available for parents to view should they so wish.

The school recognises that all matters relating to child protection are confidential and the Headteacher or Designated Safeguarding Lead will disclose personal information about a student to other members of staff on a need to know basis only.

The school ensures all staff are aware that they have a professional responsibility to share information with other agencies in order to safeguard children and that they cannot promise a child to keep secrets which might compromise the child's safety or well-being, or that of another.

The school will seek to discuss any concerns about a child with their parents and gain consent to make a referral or an offer of support. However, if the school believes that notifying parents could increase the risk to the child or exacerbate the problem, advice will be taken in order to ensure the child's safety is not placed at risk.

Ensure that all members of staff are aware of their responsibilities under the Prevent Duty and the Mandatory Reporting Duty in relation to Female Genital Mutilation (*KCSIE September 2016*).

All staff members should read at least part 1 of *KCSIE September 2016* and this should form part of an induction process for all new members of staff.

2.5 Supporting Students who have been abused

The school recognises that a child who is abused, who witnesses violence or who lives in a violent environment may feel helpless and humiliated, may blame him/herself, and find it difficult to develop and maintain a sense of self worth.

The school recognises that school life may provide the only stability in the lives of children who have been abused or who are at risk of harm.

Be aware 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. The school ensures these children are particularly closely monitored and supported and any concerns are recorded and reported to Social Care. School staff attend case conferences, core group meetings and other liaison meetings as necessary.

The school implements a Personal Education Plan for all Looked After Children and a Pastoral Support Plan or Individual Education Plan for other children where there is a need for specific support in school.

The school provides continuing support to a student (about whom there have been concerns) who leaves the school by ensuring that such concerns and school medical records are forwarded under confidential cover to the Headteacher at the student's new school as a matter of urgency.

2.6 Establishing a Safe Environment

The school supports students' development in ways that will foster security, confidence and resilience in every aspect of school life including through the school curriculum. School is an environment in which students feel safe, secure, valued and respected, and know how to approach adults if they are in difficulties.

The school develops effective working relationships with all other agencies involved in safeguarding children such as Social Care, Child and Adolescent Mental Health Services, Education Welfare, the Police, the Vulnerable Learners Service, Community Family Teams and other specialist teams and agencies.

The school ensures that a named teacher is designated for Looked After Children and that the list of such children is regularly reviewed and updated.

The school contributes to the wider safeguarding agenda by working with the local community and following government guidance to help students live in a safe environment.

The school recognises that staff working in the school 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 and supports such staff by providing an opportunity to talk through their anxieties with the Designated Safeguarding Lead and to seek further support. This could be provided by the Headteacher, by Occupational Health, by a colleague or by a trade union representative as appropriate.

The school follows North Somerset Safeguarding Children's Board procedures if children are not collected from school.

The school works in partnership with local agencies in accordance with statutory guidance setting out the government's expectations that an Early Help Assessment, Lead Professional and Information Sharing are key aspects of delivering better services to children and young people. An EHA will be considered in all cases where more than one agency is involved, providing early intervention to support families at an early stage.

The school has adopted North Somerset Partnership's Integrated Working Guide as an indication of the importance of the Team Around the Child (TAC) and that needs of children, young people and families are at the heart of all activities provided or commissioned by schools and services.

If a student leaves the school without forwarding details we register him/her as a Lost Pupil with the Children Missing Education Database (CME) within 15 days and notify the Education Welfare Service.

The school ensures that all adults who have access to children have been checked as to their suitability, including extended services workers, community organisers and volunteers.

The school ensures that other policies which contribute towards safeguarding children and young people are reviewed and updated regularly, including attendance, behaviour, whistle blowing, physical intervention, anti-bullying, race hate incidents, methods of communication, health and safety and e-safety.

2.7 Annual Report

The Designated Teacher for child protection delivers an annual report to the Governing Body, which includes:

- Child Protection training undertaken by staff.
- Prevent training undertaken by staff.
- Additional training undertaken by the Designated Teacher.
- Child Protection cases reported and resulting action (anonymised)
- Number of students on a Child Protection Plan
- Number of Looked After Children
- Number of allegations made against staff
- Safer recruitment training undertaken

3. Policy Review

The Governing Body is responsible for ensuring the annual review of this policy which has been developed in accordance with the principles established by the Children Act 1989; and in line with government publications:

- Working Together to Safeguard Children March 2015
- Keeping children safe in education September 2016
- North Somerset Safeguarding Children Board Threshold Criteria for CIN and CP Referrals December 2012
- Guidance for Safer Working Practice for Adults who Work with Children and Young People.
- Prevent Duty Guidance
- Mandatory reporting of Female Genital Mutilation
- Disclosure and Barring Service Guidance
- North Somerset Safeguarding Children Board
- South West Child Protection Procedures

4. Designated Safeguarding Lead and Deputy Designated Safeguarding Lead

From September 2015 the Designated Safeguarding Lead is Martin Sills and the Deputy Designated Safeguarding Lead is Ally Cheeseman.