

WILMSLOW HIGH SCHOOL CHILD PROTECTION POLICY

Policy Type: **Governing Body**

Managed by: **Director of Student Services**

Governors' Link Committee: **Learning and Student Support Committee**

Designated Governor: **Chair of Governors**

Name of designated teacher: **Director of Student Services**
 Personnel Manager
 Inclusion Manager

Date of Policy: **October 2018**

Review schedule: **Annual in line with LCSB audit**

Review records:

Safeguarding bulletins in FireFly Sept / Oct 2016 Jan / Feb / April 2017	LCSB audit updated on 27 June, 2017	Safeguarding bulletins in FireFly June / Sept / Nov 2017	Safeguarding bulletins in FireFly Nov 2017 / March 2018
LCSB audit updated summer term 2018	Updated by DoSS – September 2018	Safeguarding Policy updated by DoSS – June 2018	Safeguardng Data Report presented to LSS Committee Oct 2018
Child Protection Policy reviewed in light of KCSIE update from September 2018			

Background

Wilmslow High School fully recognises our responsibilities for child protection. A range of documents, circulars and guidance for good practice governs Child Protection work at Wilmslow High School

This policy is based on the Department for Education's statutory guidance Keeping Children Safe in Education (2018) and Working Together to Safeguard Children (2018), and the Governance Handbook. We comply with this guidance and the arrangements agreed and published by our 3 local safeguarding partners.

This policy is also based on the following legislation:

- Section 175 of the Education Act 2002, which places a duty on schools and local authorities to safeguard and promote the welfare of pupils
- The School Staffing (England) Regulations 2009, which set out what must be recorded on the single central record and the requirement for at least one person conducting an interview to be trained in safer recruitment techniques

- The Children Act 1989 (and 2004 amendment), which provides a framework for the care and protection of children
- Section 5B(11) of the Female Genital Mutilation Act 2003, as inserted by section 74 of the Serious Crime Act 2015, which places a statutory duty on teachers to report to the police where they discover that female genital mutilation (FGM) appears to have been carried out on a girl under 18
- Statutory guidance on FGM, which sets out responsibilities with regards to safeguarding and supporting girls affected by FGM
- The Rehabilitation of Offenders Act 1974, which outlines when people with criminal convictions can work with children
- Schedule 4 of the Safeguarding Vulnerable Groups Act 2006, which defines what 'regulated activity' is in relation to children
- Statutory guidance on the Prevent duty, which explains schools' duties under the Counter-Terrorism and Security Act 2015 with respect to protecting people from the risk of radicalisation and extremism

All staff are provided with Part One and Annex A of the statutory guidance '*Keeping Children Safe in Education*', DfE (2018) and are required to submit an electronic signature to indicate that they have read and understood it.

The Designated Lead is able to support all staff in understanding their responsibilities and implementing it in their practice.

Purpose

Our policy applies to all staff, governors and volunteers working in the school. The purpose is to:

- Establish a safe environment in which children can learn and develop.
- Implement robust procedures for identifying and reporting cases, or suspected cases, of abuse.
- Support pupils who have been abused in accordance with his/her agreed child protection plan.
- Ensure we practice safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raise awareness of child protection issues and equip children with the skills needed to keep them safe.

Principles

Wilmslow High School is committed to the development of good practice and rigorous procedures ensuring that Child Protection concerns and referrals are handled sensitively, professionally and in ways which support the needs of the child.

We fully recognise the contribution we can make to protect all children and support pupils in school. We recognise that because of the day to day contact with children, school staff are well placed to observe the outward signs of abuse. The school will therefore:

- Establish and maintain an environment where children and young people feel secure, are encouraged to talk, and are listened to.

- Ensure children and young people know that there are adults in the school whom they can approach if they are worried.
- Include opportunities in the PSHCE curriculum for children and young people to develop the skills they need to recognise and stay safe from abuse. The pastoral programme is inclusive of Health Education, Sex Education, Drugs & Substance Abuse, CEOP / E-Safety, Peer on Peer abuse, Violence and extremism, Bullying and Homophobic or Racist Abuse.

Implementation

We will follow the procedures set out by the Local Safeguarding Children Board and take account of guidance issued by the DFE.

At Wilmslow High School the Director of Student Services, Personnel Manager and Inclusion Manager are the designated Child Protection Officers.

The designated Governor for Child Protection is appointed annually at the September meeting of the Governing Body.

Any member of staff who has concerns about the welfare of a young person will share this information, without delay with the Safeguarding Lead.

- Staff should make a brief accurate record of these concerns using the agreed proforma (see attached Form 1), recording any allegations that the young person makes in the young person's own words if possible and should refrain from asking leading questions at this time.
- The safeguarding Form 1 will be in the Staff Handbook and in the staffroom for staff to access.
- Staff in Student Services and Inclusion must follow the flow of command in relation to safeguarding incidents and record information on the designated forms.
- Staff in Student Services and Inclusion complete a 'Three Houses' document with a student whenever a Form 1 has been completed so that the child's perceptions of wider contextual safeguarding and potential or existing risks at home are recorded.
- Any conversations with external agencies must be documented on the designated forms.
- Pre-16 records must be stored securely with the Director of Student Services the information shared with staff only on a "need to know" basis. Post-16 records are stored securely with the Head of Sixth Form.
- The Child Protection record will be transferred to the Safeguarding Lead of the admitting school should the young person change school or progress to further education.
- Social services will be notified if there is an unexplained absence of more than two days of a pupil who is on the child protection register.
- Where a pupil on the child protection register leaves the school will ensure that their information is transferred to the new school immediately and that the child's social worker is informed.
- The school will develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters.
- School staff will endeavour to attend, or send a written report if attendance is not possible, at relevant child protection case conferences.
- Any member of Wilmslow High School staff who hears an allegation of abuse against another member of staff should report the matter immediately to the Head teacher. If the allegation is about the Head it should be reported to the Chair of Governors.
- Parents/carers will be informed via the school prospectus and the school website that staff at the school are required to follow the procedures laid down by the LSCB.

- The school is committed to safer recruitment practices (see Safer Recruitment Policy)

Training and Support

The school will ensure that the Head teacher, the designated Teachers and the nominated governor for Child Protection attend training relevant to their roles.

Wilmslow High School will ensure all staff undertake appropriate training to equip them to carry out their responsibilities for Child Protection effectively. This training will be updated annually, with staff kept informed on current Child Protection issues through briefings, notices, inset work and an internal support network via the Staff/House Team meetings.

Summary

This document is a policy statement about the duty of Wilmslow High School to have arrangements for carrying out the function of safeguarding and promoting the welfare of children at the school. It updates and replaces previous documentation.

The school has a Child Protection file which contains information about issues relevant to this policy and provides links to further and more detailed advice and guidance about other relevant Safeguarding Policies including the Whole School Policy on Safeguarding.

The Headteacher is responsible for the procedures for, and implementation of, operational management of this policy.