



WEST LANCASHIRE COMMUNITY HIGH SCHOOL

SAFEGUARDING & CHILD PROTECTION POLICY

Offering opportunities to maximise potential and self-esteem in a caring environment

Member of staff with overarching responsibility for child welfare at school:

Mrs C Austin

Members of staff with specific responsibility for child protection and safeguarding issues

Designated Safeguarding Lead -DSL: Mr A Grant- Deputy Head

Designated Safeguarding Person –DSP: Mr D Mullen- Asst Head

Governor with responsibility for child protection issues:

Mrs F Grieveson

Introduction

At West Lancashire Community High School we take seriously our responsibilities to protect and safeguard the interests of all children in our care. Our role, therefore, in protecting children and young people from exploitation and abuse cannot be underestimated.

It is well established that effective child protection work requires sound procedures, good inter-agency co-operation and a workforce, which is competent and confident in recognising and responding to child protection situations.

There are three main elements to our child protection policy:

Prevention - through the promotion of a positive school ethos which supports pupils both within teaching and pastoral contexts

Protection – the promotion of, and adherence to, agreed procedures that ensure staff are trained and supported in responding to child protection issues

Support – for pupils and school staff in working with children who may have been abused

This policy applies to all those who work within the school. A copy will be included within all staff inductions.

The Role of the School

At WLCHS, we recognise that for children, high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps prevention of child abuse.

A number of shared values underpin the content of this policy:

- All children have the right to freedom from abuse.
- Children have the right to be treated with dignity and respect, as do the adults who work with them.
- The welfare of the child in child protection situations is paramount.
- It is the responsibility of all adults to protect children.
- All adults working in the school have a responsibility to protect children from harm wherever they are in a position to do so.
- All children must have the opportunity to express their views about decisions taken about their lives.
- All work with children and young people will be informed by equal opportunities and anti-oppressive practice and will reflect diversity of need and the community we serve.
- All those working with or on behalf of children must reflect and promote the value of working together with parents, colleagues and other agencies in order to create safe environments and protect children from harm.

Our school will therefore:

- Establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to;
- Ensure that the children know that there are adults in the school who they can approach if they are worried or are in difficulty;
- Include in the curriculum, activities and opportunities for personal and social education, which will equip children with the skills they need to stay safe from abuse;
- Include curriculum materials, which will help children to develop realistic attitudes to the responsibilities of adult life, particularly with regard to

childcare and parenting skills. (Details of the programme on offer can be found in the school PSHE policy.);

- Ensure that, wherever possible, every effort will be made to establish effective working relationships with parents and colleagues from other agencies.

Framework

This document is an adaptation of the Lancashire County Council, Educational Directorate policy which draws upon the experience, procedures and practice of a number of professionals who work with children in a variety of settings. It is informed by good practice and is in line with Lancashire Child Protection Committee (LCPC) procedures. It should be read in conjunction with the more in depth guidance provided by LCC Safeguarding team (Whole-School Guidance on Child Protection)

Schools do not operate in isolation. Child protection is the responsibility of all adults especially those working with children. The development of appropriate procedures and the monitoring of good practice are the responsibilities of LCPC.

Roles and Responsibilities

All adults working with or on behalf of children have a responsibility to protect children. There are, however, key people with schools and the LA who have specific responsibilities under Child Protection procedures. The names of those responsible for the current year are listed at the beginning of this document.

The Senior Designated Persons for Child Protection (SDP), referred to more frequently as Designated Safeguarding Lead/Persons (DSL/P) have responsibility for monitoring and implementing this policy. Where this member of staff is not the headteacher, it is the responsibility of both to ensure that they keep each other informed in relation to child protection issues as they arise and that they liaise to ensure the effective implementation of this policy. There is training at level 1 for all staff at least annually by (DSPs).

It is the responsibility of the Designated Governor to ensure that this policy is in place and that procedures outlined within it are being followed. This will take place through discussion with the headteacher and, where applicable, the SDT. Individual issues as they relate to specific children are not part of this remit as they could compromise issues of confidentiality.

It is the responsibility of the County Child Protection Co-ordinator to report, at least annually, on matters relating to child protection within the Directorate.

Procedures

As a school, we follow the procedures set out in the documents produced by the Lancashire Safeguarding Children Board (LSCB) which include:

'Working together to Safeguard Children' (July 2018)
'What to do if you're worried a child is being abused' (March 2015)
Prevent (E- learning)
Channel (Channel Duty Guidance- Counter Terrorism)

All staff and volunteers should familiarise themselves with the procedures.

All Staff and Governors must read and sign to say that they have read 'Keeping Children safe in Education' September 2018. All staff retain a copy of part 1.

Training and Support

WLCHS Community High School will ensure that the Headteacher, DSPs and the nominated Governor for Child Protection attend training relevant to the role. All staff are Level 1 and 2 trained in Safeguarding and Child Protection. In addition they have accessed Common Assessment Framework/Continuum of Need training and are able to support and take part in TAF planning. The school has extensive links with external agencies and social care. School supports Children in Need plans and Child Protection plans.

Staff who need to be aware of current child protection issues will be kept informed through the DSP and their respective head of department. The respective heads of department and deputies will be kept aware of issues through the DSP. Where a member of staff has particular concerns he/she should share them with DSL (Deputy Head)

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 staff will be made aware of the need for confidentiality through the use of this document a copy of which will be held in all staff handbooks.

It is the duty of all members of staff to act in the best interests of the child. No guarantee of confidentiality should be given to a child either disclosing or exhibiting child protection concerns. It should be clearly understood that relevant information may need to be shared and it cannot be clear at any one time what information may be of value either within school or with other agencies in pursuing the protection of the child.

Where a child discloses information in terms of a secret which then raises concerns, the member of staff should point out that they have a duty to share the information offered with someone who can help them. The child should be reassured that the outcome of any 'sharing' will ultimately benefit them. The member of staff should then share the concerns with the DSP. Information should only be shared with those who will directly impact on looking towards the

welfare of the child. Such persons should be agreed in discussion with the DSP. Procedures in relation to a formal referral should be those outlined in the Guidance Books.

Recording and Monitoring

Well-kept records are essential to good child protection practice. Where concern is felt in relation to welfare or behaviour, a record should be made through CPOMS (An online Child Protection Monitoring System) These records are reviewed by members of the Safeguarding Team. The CPOMS system records all aspects of student's school life. Any records leading to a formal referral will be made available to the MASH team.

All staff have received training in the use of CPOMS and are updated as changes occur.

Where concern is expressed in relation to child protection, a formal referral should be made to social services or the MASH Team and information shared as outlined in the LCC Child Protection Procedures.

In the event of a pupil for whom written child protection information is held on file, the information should be passed to the receiving school and contact made with the DSL/Safeguarding Team of that school raising their awareness that child protection information exists in relation to that pupil. All Child Protection documentation is kept in a locked cupboard where only the DSL/DSPs have access.

Attendance at Child Protection Conferences

Child protection conferences may be convened following a referral to social services. The decision to call a conference rests with social services and they are responsible for chairing and taking minutes. A senior member of staff will attend the conference and will usually be the DSL/DSP. The representative of the school will feed back if appropriate to the headteacher following the conference.

It is important that, wherever possible, the staff of the school work positively with parents in addressing issues which arise.

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. The school may be the only stable, secure and predictable element in the lives of children at risk.

Unfortunately, it is also recognised that some children who have experienced abuse may in turn abuse others. This requires a considered sensitive approach in order that the child can receive appropriate help and support.

We will endeavour to support pupils through:

- the curriculum to encourage self-esteem and self-motivation;
- the school ethos, which promotes a positive, supportive and secure environment and which gives all pupils and adults a sense of being respected and valued;
- the implementation of our policy for care and control of pupils
- the delivery of British Values
- 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 in the school setting;
- regular liaison with Early Help Teams and other agencies and professionals who support the pupils and their families;
- a commitment to develop productive, supportive relationships with parents/carers, whenever it is in the child's interests to do so;
- the development and support of a responsive and knowledgeable staff group, trained to respond appropriately to child protection situations.

This policy should be considered alongside other related documents/policies in the school.

Safety in the School

In an environment where staff work closely with children, it is important that all are aware of the need to guard against allegations of abuse. It is essential that all staff follow the guidelines set out in the relevant Behaviour and Safety policies.

Where a pupil seeks advice in relation to sexual matters, it is important to share the context of the enquiry with a DSP/DSL and that, wherever possible, the child to be encouraged to share concerns with parents with the support of the DSL/DSP.

The school gates are always locked from 9.00-3.00pm and outside of these times there is supervised access to allow for transportation in/out of students. Deliveries on site are supervised. These measures are used to keep individual pupils safe.

Staff Allegations of abuse against members of staff will be addressed through the relevant procedures outlined in the Lancashire County Council Personnel Handbooks and procedures followed through the respective committees of Governors. These must always and only be directed to the Headteacher or the Chair of Governors in the case of an allegation against the Headteacher. It must not be discussed with any other.

When visitors come into school, they are requested to sign in using the Inventory system and the visitors policy is shared as part of this procedure. Visitors must read and accept the visitors policy on the Inventory system in order to obtain a visitors pass. (Refer to the Visitors Policy)

DBS Checks

All staff employed in the school will have been cleared by the police monitoring system-DBS checks. The school recheck all DBS at regular intervals for all staff. Interviews for all staff are completed via employees and governors who have undergone recruitment/safeguarding training.

Volunteers are currently DBS checked dependent on levels of supervision and planned activities. All staff and professional visitors will be listed on the single central record along with their DBS reference number. This record will be checked and signed by Headteacher and relevant governor as part of a monitoring process (minimum once per year).

Reviewed Autumn 2018