



---

## Child Protection Policy

Approving Body	Headteacher
Date Approved	March 2017
Version	V.04
Supersedes Version	V.03
Review Date	March 2018
Further Information/Guidance	Keeping Children Safe in Education – Sept 2016  Children Missing in Education – Sept 2016

# Child Protection Policy

## Section 1 – Aims and Expectations

The academies are fully committed to safeguarding the welfare of all children and young people and relates to all staff, Governors and volunteers. It aims to take all reasonable steps to promote safe practice and to protect children from harm, abuse and exploitation. The Academy acknowledges its duty to act appropriately to any allegations, reports or suspicions of abuse. All staff will endeavour to work together to encourage the development of an ethos which embraces difference and diversity and respects the right of children, young people and adults. The academies recognise that safeguarding relates to protecting children from harm and also broader aspects of care and education such as:

- Students' health, safety and wellbeing including mental health
- Meeting the needs of children with special educational needs and/ or disabilities
- Meeting the needs of children with medical conditions
- Providing First Aid
- Educational visits
- Online safety and associated issues
- Appropriate arrangements to ensure school security, taking into account the local context
- Admissions and attendance

In implementing this policy, the Academy will:

- Follow the advice given in the Department of Education Keeping Children Safe in Education 2016 statutory guidance
- Communicate to all staff their legal and moral responsibility to protect children and young people from harm, abuse and exploitation
- Communicate to all staff their responsibility to work towards maintaining high standards of practice in protection of children including additional barriers for children with special educational needs
- Ensure that all staff undertake basic child protection training and updates by an appropriate provider, with appropriate experience and confirm with individual staff their duty to report concerns that arise about a child or young person, or a member of staff's conduct towards a child / young person, to the organisation's named (designated) person for child protection

- Ensure that any procedures relating to the conduct of any member of staff are implemented in a consistent and equitable manner, in line with the Management of Allegations Policy
- Provide opportunities for all staff to further develop their skills and knowledge particularly in relation to the welfare and protection of children and young people
- Endeavour to keep up-to-date with national developments relating to the welfare and protection of children and young people
- These procedures have been designed to ensure, where humanly possible, the welfare and protection of any child and/or young person who accesses the services provided by Academy. The Academy is committed to the belief that protecting children and young people is everybody's responsibility and therefore the aim here is to provide guidelines that will enable all staff to act appropriately to any concerns that arise in respect of a child / young person

## **Section 2 – Recognising the Signs and Symptoms of Abuse**

The Academy will ensure that all staff undertake training to gain a basic awareness of the signs and symptoms of child abuse and safeguarding issues (including Female Genital Mutilation and Child Sexual Exploitation).

The Academy will implement the procedures necessary for a child / young person to feel they can express their concerns about their own safety, or the safety of another young person, and they will know that they can:

- disclose that abuse has taken place or that they feel unsafe
- make a third party or anonymous allegation
- comment on a child or young person's appearance, behaviour, play, drawing or statements that may cause suspicion of abuse and/or neglect
- report an incident(s) of alleged abuse which occurred some time ago
- report any serious misconduct of a member of staff towards a child or young person

## **Section 3 – Named Persons for Child Protection**

The Academy has an appointed individual who is responsible for dealing with any child protection concerns. In their absence, a deputy will always be available for staff to consult with. The named persons for Child Protection within The Academy are:

- Named Designated Senior Person for Child Protection (DSP): Lee Morgan
- Deputy Person for Child Protection: Phil Owen
- CP Team members – Lee Morgan, Phil Owen, Sue Matthews
- Line Manager for Child Protection: Lee Morgan
- Academy Governor Responsible for Child Protection: Rosie Vernon
- Designated teacher in charge of LAC: Nev Silcock

Contact telephone numbers for the above: 0115 9539060

The role and responsibilities of the named persons are:

- To ensure that all staff are aware of what they should do and who they should go to if they are concerned that a child/young person may be subject to abuse or neglect or any other safeguarding concerns
- Ensure staff and the designated leads have correct training in line with KCSIE requirements and have part one of the KCSIE September 2016. This includes advice on boundaries of appropriate behaviour set out in Code of Conduct/Staff Behaviour policy
- Ensure that any concerns about a child/young person are acted on, recorded and referred where necessary and followed up to ensure the issues are addressed
- The named persons will record any reported incidents in relation to a child/young person or breach of Child Protection policies and procedures. These will be kept in a secure place
- Support students who have been abused or harmed in accordance with his/her child protection plan
- Ensure the Academy practices safe recruitment in checking the suitability of staff and volunteers to work with children
- Work together with other agencies in line with HM Working Together to Safeguard Children guidance 2015
- Apply Nottingham City Council escalation policy if there is a concern about actions or inactions of social care staff or staff from other agencies
- Follow the legal duty to refer cases where person is dismissed or has left due to risk or harm to the disclosure and barring service

Policy: Child Protection Policy

Version: 0.4

Date: March 2017



- Ensure staff are aware of their mandatory duty to refer suspected cases of FGM, Forced Marriage and radicalisation in line with KCSIE 2016 requirements and Prevent Duty 2015
- Ensure Child Protection files are transferred to new institution separately following transition of a student

#### **Section 4 – Stages to follow if you are worried about a child**

When worrying changes are observed in a child or young person's behaviour, physical condition or appearance staff will:

- Initially talk to the child/young person about what has been observed.
- Listen carefully to what the young person has to say and take it seriously
- Never investigate or take sole responsibility for a situation where a child/young person makes a disclosure
- Always explain to the children and/or young people that any information they have given will have to be shared with others
- Notify The Academy's DSP (or other relevant person) for Child protection
- Record what was said as soon as possible after any disclosure
- Ensure that the person who receives the allegation or has the concern will complete the pro-forma and ensure it is signed and dated
- Respect confidentiality and file documents securely

The Named person/s will take immediate action if there is a suspicion that a child has been abused or is likely to be abused. In this situation the Named person/s will contact the police and/ or Nottinghamshire MASH. If safeguarding leads unavailable, any member of staff can refer to MASH.

#### **Section 5 – Managing Allegations made against a member of Staff**

The Academy will ensure that any allegation made against members of staff, including volunteers, will be dealt with swiftly and in accordance with these procedures:

- The Headteacher or DSP or other relevant person will ensure that the child is safe and away from the person against whom the allegation is made

- The DSP will contact the Local Authority Designated Officer (LADO) for advice on how to proceed with the immediate situation. Outside of working hours the Emergency Duty team can give advice and/or in the event of an emergency situation arising, the police should be contacted for discussion
- The individual who first received/witnessed the concern should make a full written record of what was seen, heard and/or told as soon as possible after observing the incident/receiving the report
- Regardless of whether a police or Social Care investigation follows, the DSP will ensure that an internal investigation takes place and consideration is given to the operation of disciplinary procedures in line with the Managing Allegations Policy and KCSIE 2016

Should an allegation be made against the Headteacher in relation to potential Child Protection concern, this should be referred to Chair of Governors, Mr Graham Mansfield as quickly as possible. Further contact details for Mr Graham Mansfield can be obtained from Miss Mary Farmer, PA to the Headteacher on 0115 9539060. The LADO must also be informed (Mr Richard Powell Nottingham City Council LADO 0115 8764747).

All school policies relating to the safeguarding of students will be reviewed annually.

## **Section 6 – Extremism and radicalisation**

In line with the Prevent Duty, Revised Prevent Duty guidance 2015 and Counter Terrorism and Security Act 2015 (CTSA) sec 26, the Academy seeks to protect children and young people from being drawn into and against the messages of all violent extremism. This includes but is not restricted to ISIL, AQ, Far Right, Neo Nazi, White supremacist ideology, Irish Nationalist and Loyalist paramilitary groups, and extremist Animal Rights movements.

The use of social media and the internet more generally as tools to radicalise young people on line cannot be underestimated. We recognise that those that seek to recruit young people to follow extremist ideology often target those who are already vulnerable in some way and that exposure to extreme views can make young people vulnerable to further manipulation and exploitation. As an Academy we are clear we have a duty to safeguard young people from such dangers and we will actively promote resilience to such risks through our RE curriculum, SEND, assemblies, anti-bullying work, PSHE and our IT policy and our E-Safety policy.

## References to other policies:

This policy is also relevant to the Whistleblowing Policy and Complaints Policy. It also relates to national guidance in relation to Keeping Children Safe in Education September 2016 (KCSIE) which is shared and updated with staff.

In addition the following National Guidance relates to this policy:

- Prevent Duty 2015
- Revised Prevent Duty 2015
- Counter Terrorism and Security Act 2015 (CTSA) sec 26 and 36
- Education Act 2002 sec 175, 141 and 157
- HM Working together to Safeguard Children 2015
- Children Act 1989 sec 47 and Private Fostering guidance
- Data Protection Act 1998
- DFE Missing in Education Guidance 2015
- Teacher Standards 2012
- The Schools Staffing (England) Regulations 2009
- Children Missing Education Guide
- Section 5b Female Mutilation Act 2003
- Forced Marriage Guidance
- Safeguarding Vulnerable Groups Act 2006
- Use of Reasonable Force 2013

The following Academy policies also need to be read in conjunction with this Child Protection Policy:

- Code of Conduct/Staff Behaviour Policy
- Managing Allegations Policy
- Health and Safety Policy
- Attendance Policy
- Behaviour Policy (and Anti-Bullying procedures)
- Children With Medical Needs Policy
- E-Safety Policy