

St Marys Catholic Primary School

'Learning together in Faith and Love'

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SAFEGUARDING AND CHILD PROTECTION POLICY

St Marys Catholic Primary School

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Mission Statement

"Learning together in Faith and Love"

- St. Mary's R.C. Primary School exists to serve the Roman Catholic families of the Parish of Our Lady of the Holy Souls, Kensal New Town and other local parishes.

The aims of our schools are:

- To promote Christian values where children live, learn and celebrate the teaching of Christ.
- To provide a curriculum which is broad, balanced and meaningful and where children can experience enjoyment and fulfilment.
- To promote the highest standards of teaching and learning within the framework of the National Curriculum
- To develop in each child a sense of achievement, value and self worth and to achieve the standards of which they are capable.
- To help our children acquire the skills of independent learning and make sufficiently rapid progress.
- To provide a safe and secure environment where children feel valued, and where they respect, help and care for each other.
- To involve parents in all aspects of their child's education and promote good home/school partnership.
- To develop in our children awareness and respect for the different cultures and religions represented in society and their responsibility to the wider community.
- To foster the continuing development of staff, parents and governors in serving the community.

St. Mary's Values- these are the values that underpin all areas of our school community:

- **Kindness**
- **Respect**
- **Tolerance**
- **Honesty**
- **Responsibility (for ourselves and our world)**
- **Co-operation**

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INTRODUCTION AND RATIONALE FOR POLICY

In line with the Government's vision for all services for children and young people, the Governors and all school staff recognise that children have a fundamental right to learn in a safe environment and to be protected from harm, regardless of their age, gender, race, culture or disability. Young people are less likely to learn effectively and go on to lead positive and independent lives if they are not kept healthy and safe. This school is therefore committed to providing an environment, which is safe and where the welfare of each child is of paramount importance. This will include a commitment to ensuring that all pupils feel confident that any concerns they may have will be listened to and acted upon.

To this end, the Governors and school staff will be committed to ensuring that all members of the school community are aware of school responsibilities and procedures in this area. This will include communicating policies and procedures effectively with parents/carers, ensuring all staff and relevant members of Governing Body attend appropriate training and working effectively with other professionals on behalf of children in need or enquiring into allegations of child abuse.

This safeguarding system that all of our LA and Diocesan services are part of is described in the statutory guidance '**Keeping Children Safe in Education September 2019**'.

Legislative framework:

- Department for Education Statutory Guidance "Keeping Children Safe in Education" September 2019
- 'Working together to Safeguard Children 2015'
- Children Act 1989 and 2004
- Ofsted Policy on Safeguarding children and young people and young vulnerable adults (February 2015)
- Tri-borough Safeguarding Board Arrangements
- 'What to do if you are worried a child is being abused' document
- Early Years Foundation Stage Document 2019

Guiding Principles for Intervention to Protect Children

The school will ensure that the principles identified below, many of which derive from the Children Act 1989, are followed by all staff:

- All children have a right to be kept safe and protected from abuse;
- Child abuse can occur in all cultures, religions and social classes;
- Staff must be sensitive to the families cultural and social background;
- Children must have the opportunity to express their views and be heard

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- If there is a conflict of interests between the child and parent, the interests of the child must be paramount;
- The responsibility to initiate agreed procedures rests with the individual who identifies the concern;
- All staff must endeavour to work in partnership with those who hold parental responsibility for a child
- Information in the context of a child protection enquiry must be treated as CONFIDENTIAL and only shared with those who need to know.
- All staff should have access to appropriate and regular training
- School management must allow staff sufficient time to carry out their duties in relation to child protection and safeguarding

Aims and objectives

- To raise awareness of all school staff of the importance of safeguarding and child protection, and in particular to make clear responsibilities for identifying and reporting actual or suspected abuse;
- To ensure pupils and parents are aware that the school takes child protection seriously and will follow the appropriate procedures for identifying and reporting abuse and for dealing with allegations against staff;
- To promote effective liaison with other agencies in order to work together for the protection and welfare of all pupils;
- To support pupils' development in ways which will foster security, confidence and independence;
- To integrate a child protection curriculum within the existing curriculum, allowing for continuity and progress through all the Key Stages;
- To make appropriate links and reference to policies in related areas such as discipline and bullying.

Procedures

The school Child Protection procedures comply with all the relevant legislation and other guidance and advice from the **Bi-Borough Safeguarding Children's Board**.

The Governing Body and the Headteacher is responsible for ensuring that all staff receive regular training and support in respect of safeguarding and child protection and know which senior member of staff to refer to for advice in the absence of the Designated Safeguarding Lead officer(s).

The Governing Body recognises its own responsibilities to ensure the school has sufficient resources to effectively deliver its safeguarding responsibilities to the

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highest standard and to request information as part of the Head Teacher's report regarding the safeguarding practice of the school so any identified gaps are remedied in a timely way.

The Designated Safeguarding Lead and Child Protection Officer at St Mary's Catholic Primary School are **Joan Harte**, The Executive Headteacher and **Magdalena Tusting**, The Head of School who will liaise with the Local Authority Child Protection Team and Ofsted as necessary. In the absence of the Designated Safeguarding Leads, **Loredana Beurthe**, Assistant Headteacher, Behaviour and Pastoral Care Lead will act as the Deputy Designated Safeguarding Officer.

All staff receive regular Child Protection training (rolling programme). All staff members are asked to be vigilant concerning signs and evidence of physical, sexual and emotional abuse or neglect. Safeguarding is the responsibility of everyone.

Physical abuse involves hitting, shaking, throwing, burning, suffocating or any other physical harm. Deliberately causing a child's ill health also constitutes physical abuse.

Sexual abuse involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative or non-penetrative acts. Showing children pornographic materials, sexual activities, or encouraging children to behave in sexually inappropriate ways also constitutes sexual abuse.

Emotional abuse involves persistent or severe emotional ill treatment or torture likely to cause severe adverse effects on the emotional stability of a child. Such behaviour may involve conveying to a child that they are worthless, unloved, or inadequate, or making them feel frightened or vulnerable.

Neglect is the persistent failure to meet a child's basic physical, emotional or psychological needs, and is likely to have a severe impact on their health, development or emotional stability. Neglect may involve failing to provide adequate food, clothing, shelter or failing to adequately protect them from physical harm or ill health. Neglect can also be failure to meet the basic emotional needs of a child.

Staff responsibilities

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Staff understand that it is of paramount importance to have an "awareness culture" and one of approachability and listening to children and other stakeholders.

St Mary's Catholic Primary school is committed to ensuring that it meets the responsibilities in respect of child protection by giving its staff regular training and support.

We ensure that:

Staff receive training from the **Local Safeguarding Board** or/and **Designated Safeguarding Lead Officers**.

Staff are carefully recruited, have verified references and have full up to date Enhanced Disclosure and Barring System check (DBS) as appropriate. (see Single Central Record of DBS checks) which are renewed every three years.

We check the ongoing suitability of our staff by asking them to complete an annual form stating that nothing has changed in relation to their DBS check that could prevent them to be working with children. We also ask our staff to sign a disclosure by association ensuring that there is nothing, in there are no issues of disqualification in relation to any members of their close family.

Staff are not permitted to use their own mobile phones or personal cameras whilst working with children. (See Photography and Use of Images policy).

Parents are also asked not to use mobile phones or cameras in the activity/meeting rooms, or crèche room or during any activities or events when other people's children are present without consent.

Volunteers are briefed about child protection by their appropriate line manager.

Permanent staff receive the policy as part of their induction.

Staff are trained in child protection issues (rolling programme) and are updated as necessary.

Staff are aware of the main indicators of abuse.

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Staff are aware of the main definitions and signs and symptoms of abuse.

Safeguarding is a common item in our staff meetings agenda.

Staff are aware of the importance of e-safety and will point this to the parents using the centre.

We have procedures for recording the details of visitors to the school.

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St Mary's Catholic primary school committed to meeting our responsibility in the respect of child protection by treating all allegations seriously, sensitively and confidentially.

If a child makes an allegation or a disclosure, the member of staff concerned will:

- Listen carefully to what the child has to say
- Make no observable judgements
- Ensure the child is safe, comfortable and not left alone
- Make no promises that cannot be kept e.g. promising not to tell anybody what they are told

Staff are supported and encouraged to trust their professional instincts - if they suspect that abuse has taken place they should report it to the Lead Officer immediately. Information recorded will include full details of the alleged incident, details of all the parties involved, dates, times and locations and supporting information or evidence from members of staff. The staff will take great care to distinguish between fact and opinion when recording suspected incidents.

If there are reasonable grounds to believe that a child has been or is in danger of being abused, the procedure below will be activated:

- The Designated Safeguarding Lead Officer will contact the Tri-borough Safeguarding Hub or Child Protection Team in Children's Services as appropriate.
- Ofsted will be informed as appropriate.
- Following advice from the Tri-borough Safeguarding Hub, the Lead Officer informs parents first or, depending on the nature of the concern, makes a referral without communicating with parents. The parent should be informed of the referral, only if it is clear that this will not place the child in more harm. In the case of suspected sexual abuse the parents must not be informed under any circumstances.

If a child protection referral is made, we follow the Tri-borough Safeguarding Board arrangements for making a referral.

An Initial Child Protection Conference is held within fifteen working days. The case conference offers the opportunity to share information and formulate a plan of action. Staff attend and participate in all case conferences and Core Group Meetings held under the LA guidelines.

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All information relating to individual child protection issues are confidential and staff act accordingly. We only share information with appropriate and relevant persons and on a need to know basis.

Adult behaviours of concern

All St Mary's staff members can recognise and are aware of adult behaviours that disrespect or ignore boundaries and make children vulnerable to abuse. Staff behaviour is monitored closely through regular supervision. The following behaviours will be monitored and recorded and appropriate action will be taken as required:

- Makes others uncomfortable by ignoring social, emotional or physical boundaries or limits
- Refuses to let a child set any of his or her own limits. Uses teasing or belittling language to keep a child from setting a limit.
- Insists on hugging, touching, kissing, tickling, wrestling with or holding a child even when the child does not want this physical contact or attention.
- Frequently walks in on children/teens in the bathroom
- Turns to a child for emotional or physical comfort by sharing personal or private information or activities, normally shared with adults
- Has secret interactions with children (e.g. games, sharing drugs, alcohol, or sexual material)
- Insists on or manages to spend uninterrupted time alone with a child;
- Seems "too good to be true," i.e. takes children on special outings alone; buys children gifts or gives them money for no apparent reason;
- Allows children to consistently get away with inappropriate behaviours
- Frequently points out sexual images or tells dirty or suggestive jokes with children present;
- Exposes a child to adult sexual interactions or images without apparent concern;
- Is overly interested in the sexuality of a particular child (e.g., talks repeatedly about the child's developing body);
- Controlling Behaviour and unrealistic expectations;
- Blames Children for Problems;
- Blames Children or others or own Feelings: "you make me mad," "I can't help being angry;
- Hypersensitivity;
- Cruelty to animals or children;
- Verbal abuse;

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- Threats of violence;
- Breaking or striking objects;
- Using any force during an argument;
- Neglecting children;
- Emotional abuse and using inappropriate language;

Dealing with Allegations against Staff

If a concern or allegation is raised by a parent, the Designated Safeguarding Lead Officer will meet with the parent immediately, recording full details of the conversation. The Lead Officer will advise the parent that an investigation will be carried out immediately and the parent kept informed of the actions taken. Parents will be asked to keep matters confidential whilst the investigation is conducted, bearing in mind that a breach in confidentiality might jeopardise the investigation and have legal implications for those involved.

The Lead Officer will carry out an immediate risk assessment in relation to the staff member who is the subject of the allegation and the child/ren and adults involved and put in place any protective measures that might be appropriate. The Lead Officer will follow procedures laid out in RBKC Safeguarding Policy in relation to allegations against a member of staff. (www.rbkc.gov.uk/subsites/safeguardingchildren.aspx)

The Lead Officer will immediately consult with the Local Area Designated Officer for Safeguarding:

Kensington and Chelsea: 020 7361 3013 and ask to speak to the Duty Child Protection Adviser, Email: kclado.enquiries@rbkc.gov.uk

Westminster: 020 7641 7668 to speak to the Duty Child Protection Adviser
Email: lado@westminster.gov.uk

and inform Ofsted (0300 123 1231), when advised by LADO. If the allegation is made against a professional employed by an external organisation working in the centre, the DSL Officer will inform their line manager of the action taken.

The same process will apply if the allegation is made by a child, a colleague, or another member of staff. Any child making a disclosure will be fully supported as outlined in the section above "Dealing with cases of suspected abuse." Their parents will be informed of the matter following consultation with the Local Authority Safeguarding Team.

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On being informed of an allegation against staff, the Local Area Designated Officer will be contacted. A decision will be made by the Headteacher and DSL, in consultation with the LADO, as to whether the member of staff should be (a) Suspended or (b) continue working, while the investigation is being carried out.

The parent and, as appropriate, the child, will be interviewed. The member of staff concerned will then be informed of the nature of the allegation and given the opportunity to respond.

The borough's disciplinary policy will apply to any member of staff, student or volunteer under investigation for alleged abuse.

In the event that an allegation is made about the DSL, Loredana Beurthe, Deputy DSL Officer, will be informed. She will then contact the Local Area Designated Officer and Ofsted.

If an allegation is made against the Deputy DSL Officer, the person to whom the allegation is reported will ring the Local Area Designated Officer directly and report the allegation to **Hilary Shaw**, Bi-borough Chief Safeguarding and Child protection Schools and Education Officer (Tel: 020 7598 4876, email: hilary.shaw@rbkc.gov.uk)

Guidelines for all staff on recognising and responding to child abuse and keeping themselves safe from allegations of abuse are attached to this policy, together with the contact details of the Local Authority Child Protection advisers.

Whistleblowing

(Definition: Whistle blowing is raising a concern about malpractice within an organisation).

We strongly believe that the children who attend our school have the right to play and learn in a safe and positive environment.

This section of our policy refers to how individuals (staff, volunteers, members of the advisory board, parents and students) are given the right to make a complaint should they witness any concerns surrounding the protection of children or adult behaviour within the children centre.

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Bringing a complaint or concern to the DSL officer or the Deputy DSL Officer or another professional is the responsibility of everyone.

This policy provides individuals in the workplace protection from victimisation or punishment where they raise a genuine concern about misconduct or malpractice in the organisation. The policy is underpinned by the Public Interest Disclosure Act 1998, which encourages people to raise concerns in order to promote good governance and accountability in the public interest. The Act covers behaviour which relates to:

- A criminal offence
- Failure to comply with any legal obligation
- A miscarriage of justice
- Danger to the health and safety of an individual and/or the environment
- Deliberate concealment of information of any of the above

Whistle blowing is also underpinned by **'Working Together to Safeguard Children 2015 and Keeping Children Safe in Education September 2019'**.

We aim to nurture a culture of openness and transparency in our school, which makes it safe and acceptable for an employee, volunteer, student or advisory member to raise a concern. It is not an alternative to the complaints policy.

St Mary's school is committed to providing paid and unpaid staff with an effective mechanism for dealing with situations that arise from concerns within the workplace. An employee, volunteer, student or advisory group member who, acting in good faith, wishes to raise a concern, should normally report the matter to the DSL or Deputy DSL Officers, who should advise the individual of the action she will take in response to the concerns expressed.

Concerns should be investigated and resolved as quickly as possible. If the individual feels they cannot discuss the matter with the DSL or Deputy DSL officers and has concerns after informing them, the concern should be reported to the Advisory Group. The advisory group will then decide (in consultation, if necessary with other professional bodies, such as Area Safeguarding board, Ofsted and the Local Authority) what action is to be taken. This may include whether the concern can be dealt with through the school's own complaints policy.

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A disclosure will be protected. Confidentiality will be maintained wherever possible. The individual raising the concern will not suffer any detrimental treatment and will be supported as much as possible.

For more information, please see the Reporting Concerns at work, Whistleblowing Policy.

Staff Contact with Pupils

As adults in positions of trust and in order to minimise the risk of accusations being made against staff as a result of their daily contact with pupils, all school staff will adhere to the school's expectations regarding professional conduct and should familiarise themselves with the DfE Guidance regarding reasonable force:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/268771/use_of_reasonable_force_-_advice_for_headteachers_staff_and_governing_bodies_-_final_july_2013_001.pdf

CURRICULUM

The Governing Body believe that the school curriculum is important in the protection of children. They will aim to ensure that curriculum development meets the following objectives (these are often met through the PSHE and citizenship curriculum):

- Developing pupil self-esteem;
- Developing communication skills;
- Informing about all aspects of risk;
- Developing strategies for self-protection;
- Developing a sense of the boundaries between appropriate and inappropriate behaviour in adults;
- Developing non-abusive behaviour between pupils

PREVENT Strategy

What is the Prevent strategy?

PREVENT is a government strategy designed to stop people becoming terrorists or supporting terrorist or extremist causes.

The Prevent strategy covers all types of terrorism and extremism, including the extreme right wing, violent Islamist groups and other causes.

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Educate Against Hate – <https://educateagainsthate.com/>

This is an important government website that provide advice and information about protecting children from extremism and radicalisation.

How does the Prevent strategy apply to schools?

From July 2015 all schools have a duty to safeguard children from radicalisation and extremism.

This means we have a responsibility to protect children from extremist and violent views the same way we protect them from drugs or gang violence.

The **PREVENT** strategy is not just about discussing extremism itself, which may not be appropriate for younger children. However, it is about teaching children values such as tolerance and mutual respect.

Importantly, we can provide a safe place for pupils to discuss any issues so they are able to better understand how to protect themselves.

Children with SEND

The Governing Body recognise that children with special educational needs may be especially vulnerable to abuse and expect staff to take extra care to interpret correctly apparent signs of abuse or neglect. Indications of abuse will be reported as for other pupils. The Senior Designated Teacher(s) will work with the special educational needs co-ordinator to identify pupils with particular communication needs and to ensure clear guidance is available for staff in relation to their responsibilities when working with children with intimate care needs, according to the Guidelines set out in **Keeping Children Safe in Education September 2019**.

Confidentiality

The Governing Body accepts that child protection raises issues of confidentiality, which should be clearly understood by all staff. Reports to the Governing Body will not identify individual children.

Record Keeping and Reporting

The Governing Body expect all staff to maintain high quality signed and dated child protection records, which separate fact, allegation, hearsay and opinion and which clearly indicate decisions and action taken. These records may in some cases be required in court proceedings.

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The Governing Body further expect school staff to assist the Family and Children's Services Department by providing information to contribute to child protection enquiries and for child protection case conferences as required.

Monitoring Pupils on the Child Protection Register

The Governing Body expects the Head Teacher and Designated Safeguarding Lead Officers to ensure that teachers monitor closely the welfare, progress and attendance of all pupils. Relevant and pertinent information relating to children either subject to a Child Protection Plan or deemed Children in Need will be provided in a timely fashion to Family and Children's Services staff.

Communicating Safeguarding Policy to Parents and Pupils

The Governing Body expect parents and pupils to be informed that the school has a Safeguarding and Child Protection Policy and is required to follow the LSCB Guidelines for reporting suspected abuse to the Family and Children's Services Department.

Pupils and parents should know how the school's Child Protection systems work and with whom they can discuss any concerns. They should also be made aware of local or national telephone help lines.

Monitoring and Evaluating effectiveness of the school Safeguarding and Child Protection Policy

The governors require the Headteacher to report to them annually on the effectiveness of the school's child protection policy and on associated issues in the school over the preceding year.

Child Protection in relation to other school policies

This Safeguarding and Child Protection policy should be read in conjunction with other relevant school policies such as Behaviour, Anti-bullying and Positive Restraint and Equal Opportunities policies.

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This Safeguarding and Child Protection Policy has been approved and adopted by the Governing Body on 4th December 2019 and will be reviewed in December 2020, and then annually.

Signed by Chair of Governors:



Signed by Headteacher:

