



Child Protection Policy

July 2010

1.0 RELEVANT DOCUMENTATION

When reading this document, please be aware of the following related documents which work alongside this Child Protection Policy:

1. Redcar and Cleveland Local Safeguarding Children Procedures (LSCB)
2. Procedure for Managing Allegations against Staff, Carers and Volunteers – Redcar and Cleveland LSCB
3. Safeguarding Children and Safer Recruitment in Education (2006)
4. The Children Act 2004 (Every Child Matters)
5. The Sexual Offences Act 2003
6. Section 175 Education Act 2002
7. What to do if you're worried a child is being abused (2003)
8. Safeguarding Children in Education (DFES 2004)
9. Working Together to Safeguard Children (2010)
10. Data Protection Act 1998
11. Anti-bullying policy
12. Race Equality Policy
13. Equality and Diversity Policy
14. Harassment Policy
15. Staff Disciplinary Policy
16. Safer Recruitment Policy
17. An e-safety policy will be developed in the Autumn Term 2010

2.0 SCOPE

This document is Freebrough Academy's policy on Child Protection and is in line with procedures set out by the Redcar and Cleveland Local Safeguarding Children's Board (LSCB). This policy applies to all adults working on the Academy site.

3.0 INTRODUCTION

Freebrough Academy fully recognises its responsibilities for child protection.

The Academy's main aim is to provide a safe, secure and stable base for children and help to protect them from harm. The welfare of the child is of paramount importance to all the adults who work in our Academy. To achieve this aim Freebrough Academy will:

- Ensure safer recruitment and vetting practises are followed, therefore checking the suitability of staff and volunteers who wish to work with our children.
- Raise awareness of safeguarding / child protection issues to staff, parents and children.
- Provide an environment where children feel safe, are encouraged to talk and are listened to.
- Help equip children with skills needed to keep themselves safe.
- Develop, implement and review policy and procedures in relation to child protection.
- Train and raise awareness of all staff, defining their role and responsibilities in reporting possible cases of abuse.

- Ensure there is effective communication between staff on child protection matters.
- To identify children who are suffering or likely to suffer significant harm.
- Report cases or suspected cases of abuse to Social Care.
- Working in partnership with parent/carer and other professionals to support and help protect children who have a Protection Plan.
- Establish a safe environment in which children can learn and develop.

In our Academy we respect our children. The atmosphere is one that encourages all children to do their best. We provide opportunities that enable our children to take and make decisions for themselves. The Academy ethos promotes a positive, supportive and secure environment and gives children a sense of being valued.

Our teaching of personal, social and health education citizenship, as part of the National Curriculum, helps to develop appropriate attitudes in our children, and makes them aware of the impact of their decisions on others. We also teach them how to recognise different risks in different situations, and how to behave in response to them (e.g. 'stranger danger' and 'internet safety').

We recognise that abuse and neglect can result in underachievement. We strive to ensure that all our children make good educational progress.

Child abuse can take a variety of forms:

- **Physical abuse** involves hitting, slapping, kicking, misuse of medication, undue restraint, shaking or other treatment of a child that can cause actual bodily harm.
- **Sexual abuse** involving forcing or enticing a child into sexual activities whether or not the child is aware of what is happening. This includes non contact situations such as viewing child abuse images.
- **Emotional abuse** involves persistent emotional ill treatment of children, such as frightening them, or putting them in situations of danger. It is also an abuse to convey to children the feeling they are worthless or unloved.
- **Neglect** and acts of omission is also a form of abuse. This could involve failure to provide an adequate level of care (e.g. food, warmth and failure to access medical care or services).
- Cyber bullying involves the use of texting, social networking sites, email to communicate offensive messages and/or content to cause distress and humiliation.

4.0 STAFF RESPONSIBILITIES

Principal to ensure that:

- The Governing Body receives yearly awareness raising in respect of their roles and responsibilities with regard to Child Protection / Safeguarding.

- The Governing Body adopts appropriate policies and procedures to safeguard children in Academy.
- That policies and procedures are implemented by staff.
- Parents / carers to be made aware each autumn term of the safeguarding policies that are in place and who is the Nominated Person Child Protection.
- Sufficient resources and time are allocated to carry out Safeguarding Children / Child Protection effectively.
- There is a Nominated Person Child Protection for the Academy who has received appropriate training for this important role.
- All staff and adults working in Academy understand their safeguarding children responsibilities and are able to voice their concern if they feel a child is vulnerable or at risk.
- Staff to be aware of the 'whistle blowing' protocol and understand they must voice their concern of any individual working practices that are deemed unsafe and unprofessional.
- Freebrough Academy develops effective working partnerships with relevant agencies and cooperate as required in regard to safeguarding children matters, including attendance at child protection conferences and other related meetings.
- Academy to provide appropriate reports for child protection meetings.
- Ensure that all information and records are kept confidentially and securely.
- Recruitment and vetting procedures are followed in all appointments of staff including those working in Academy in a voluntary / unpaid capacity.
- Site security is in place with all visitors required to identify themselves, then sign in and sign out when leaving the Academy.

Nominated Person Child Protection has responsibility for coordinating action within the Academy and liaising with Social Care and other agencies in respect of suspected child abuse.

The nominated Governor for Child Protection is Pat White.

The Nominated Person Child Protection for 2010/2011 academic year is VP Allison Redshaw. The main responsibilities for the Nominated Person Child Protection are:

- To adhere to and follow procedures outlined in the South Tees Local Safeguarding Children Board Procedures.
- To help identify signs and symptoms of abuse.
- Refer suspected cases of abuse to Social Care / Police.
- Ensure all staff receives child protection awareness raising training to help them recognise and identify signs of abuse.
- To raise awareness of child safety issues within Academy.
- Ensure that the Academy has an up-to-date child protection policy which is consistent with the LSCB procedures. The policy should be reviewed annually.
- To attend and represent the Academy at child protection meetings.
- Be responsible for securely managing child protection files, compiling reports, recording and sharing information appropriately.
- Ensure that all information and records are kept confidentially and securely.

- To develop good working relationships / links with Social Care, the Child Protection Officer for Education and other relevant professionals.
- To raise awareness of their role with staff, parents and children.
- Be available for staff for consultation purposes.

Academy Staff (teaching and non teaching) have a responsibility to report any concerns they have about a child's safety to the Nominated Person Child Protection.

If a staff member suspects a child may be a victim of abuse they are advised to do the following:

- If a child discloses information that suggests possible abuse has taken place we advise the following:
 - Listen to the child.
 - Never coach or lead the child.
 - Do not investigate or over question the child.
 - Reassure the child they were right to talk.
 - Inform the Nominated Person for Child Protection ASAP.
 - Record events (e.g. what the child has said, word for word)
 - Date, time and sign report.
- If a staff member receives information (e.g. third party) or sees something (e.g. suspicious bruise or mark) which gives them a cause for concern, they must inform the Nominated Person for Child Protection ASAP.
- Staff should always consult with the Nominated Person Child Protection when they first begin to have concerns about a child. This process will help clarify what action if any, needs to be taken to meet the needs of the child.

5.0 ALLEGATIONS AGAINST STAFF

Allegations against staff could be initiated in Academy by children, parents or staff.

If an allegation or cause for concern is made against a member of staff the following action should be taken:

- The Principal should be informed immediately.
- If the allegation is against the Principal then the Chair of Governors should be informed immediately.
- The Academy should follow the '**Procedure for Managing Allegations against Staff, Carers and Volunteers**' provided by South Tees Local Safeguarding Board.
- Immediate support and guidance should be sought from:

The Child Protection Officer for Education (01642-444102).

6.0 STAFF TRAINING

All staff and governors at Freebrough Academy receive Child Protection training at least every two years which raises their awareness of processes and procedures agreed by the Local Safeguarding Children Board (LSCB). Training also covers areas such as 'signs and symptoms' and 'internet safety'.

Newly appointed staff receive training through Freebrough Academy's induction programme and attended specific courses ran by the Child Protection Officer for Education (e.g. NQT's). Staff at Freebrough Academy will also undertake training in relation to e learning promoted by the LSCB.

The Nominated Person for Child Protection will receive training on an annual basis including LSCB facilitated courses.

The Principal has completed the on-line Safer Recruitment Training and additional training accredited by NCSL. This training will be undertaken by Governors.

7.0 CONFIDENTIALITY

Confidentiality and trust should be maintained as far as possible, but Freebrough Academy will act on the basis that the welfare of the child is paramount. The degree of confidentiality will be governed by the need to protect the child and personal information will be shared where this is necessary to protect the child (1998 Data Protection Act).

8.0 SAFEGUARDING

The PA to the Principal has responsibility for maintaining the Single Central Record (SCR). All current staff will be subject to enhanced CRB clearance every 3 years.

The SCR will hold the following details;

surname; forename; middle names; maiden names and former names.

address, postcode, D.O.B, date employed, European status, DCSF number and who authenticated it.

The SCR is update daily by the PA to the Principal.

CRB details for all external providers, including contractors and supply staff are placed on the SCR. All volunteers working in the Academy will be required to have enhanced CRB clearance.

All visitors to the Academy will be required to present photo ID to reception staff upon arrival who will be responsible for checking this prior to them being collected and taken into the Academy by staff. Details of checks, CRB number and date of issue will be recorded next to individual visitor badge numbers.

Supply staff will be expected to present photo ID which will be checked against the information sent by the supply agency prior to their arrival.

The Academy has a Safeguarding working Group made up of key post holders with responsibility for some aspect of Safeguarding in the organisation. This is chaired by the VP and membership includes SENCO, Business and Operations Manager, Site Manager, Cleaning Supervisor, Network Manager, HR Manager, Office Manager, Chef and Governor. The purpose of the group is to develop, monitor, evaluate and review all aspects of our work in



relation to safeguarding. They will carry out a termly learning walk to review some aspect of policy and procedure and make recommendations to the SLT for improvement.

9.0 MONITORING AND REVIEW

The Governing Body will ensure that Freebrough Academy undertakes the following:

- Annually reviews its Child Protection Policy.
- Has a senior member of staff as Nominated Person for Child Protection and the Deputy post.
- Reviews annually the workload of the Nominated Person Child Protection by requesting a report detailing related child protection work undertaken. Governing body to support as felt appropriate.
- Monitors and evaluates child protection training that staff receive.
- Rigorously monitors and reviews all aspects of safeguarding children/working practices and develop as required.

Adopted by Freebrough Academy

Chair of Academy's Trust Board

Principal

Review Date