



# **Our Lady of Victories Child Protection Policy**

Last reviewed: Jan 2020

Next review: Jan 2021

Our Lady of Victories fully recognises its responsibilities for child protection.

This policy applies to all staff, governors, parents, carers, volunteers and others associated with our school.

There are five main elements to our policy:

- Ensuring we practise safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting pupils who have been abused in accordance with his/her agreed child protection plan.
- Establishing a safe environment in which children can learn and develop.

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 feel secure, are encouraged to talk, and are listened to.
- Ensure children know that there are adults in the school whom they can approach if they are worried.
- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse.

The four main types of abuse are:

- Physical
- Emotional
- Sexual
- Neglect

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

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role. In our school the **designated person** is the **Head Teacher, Mr C. McPhilemy** and in his absence the **Deputy Head, Miss Morrison**.
- Ensure we have a nominated **governor responsible** for child protection. The governor responsible for safeguarding and child protection is **Mrs Angela Cartlidge**.
- Ensure every member of staff (including temporary and supply staff and volunteers) and governing body knows the name of the designated senior person responsible for child protection and their role. The attached leaflet is given to all visitors and volunteers for this purpose.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person responsible for child protection.
- Ensure that parents, carers and others have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus.
- Notify social services if there is an unexplained absence of more than two days of a pupil who is on the child protection register.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences.
- Keep written records of concerns about children, even where there is no need to refer the matter immediately.
- Ensure all records are kept securely; separate from the main pupil file, and in locked locations.
- Develop and then follow procedures where an allegation is made against a member of staff or volunteer.
- Ensure safe recruitment practices are always followed. This involves careful vetting of all employees including enhanced CRB checks.

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self worth. They may feel helplessness, humiliation and some sense of blame. The school may be the only stable, secure and predictable element in the lives of children at risk.

When at school their behaviour may be challenging and defiant or they may be withdrawn.

The school will endeavour to support the pupil through:

- The content of the curriculum.
- The school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The school behaviour policy which is aimed at supporting vulnerable pupils in the school. The school will ensure that the pupil knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred.
- Liaison with other agencies that support the pupil such as social Services, Child and Adult Mental Health Service, education welfare service and educational psychology service.
- Ensuring that, where a pupil on the child protection register leaves, their information is transferred to the new school immediately and that the child's social worker is informed.

### **Reporting cases, or suspected cases, of abuse.**

If you think that a child may be being harmed, you must not keep it a secret even if a child asks you to. You have a duty to pass on the information to protect the child in the future. In the first instance tell Mr McPhilemy, the designated Child Protection Officer, or the Deputy designated person, Miss Morrison as soon as you can.

Write down the things that are worrying you, including the child's name (if you know it) or as good a description as you can give of the child. If a child has told you that they are being harmed, write down exactly what they said. **DO NOT ASK ANY LEADING QUESTIONS.** Write your name and the date at the bottom. Give this to Mr McPhilemy or Miss Morrison.

If an allegation is made about the Head Teacher, contact should be made with the governor responsible for child protection, Mrs Angela Cartlidge. If she is not available or if you need to contact someone urgently the **Local Authority designated person for child protection is Ms Hilary Shaw (Principal Education Welfare Officer). Tel: 020 7598 4876**

Reviewed: Jan 2020