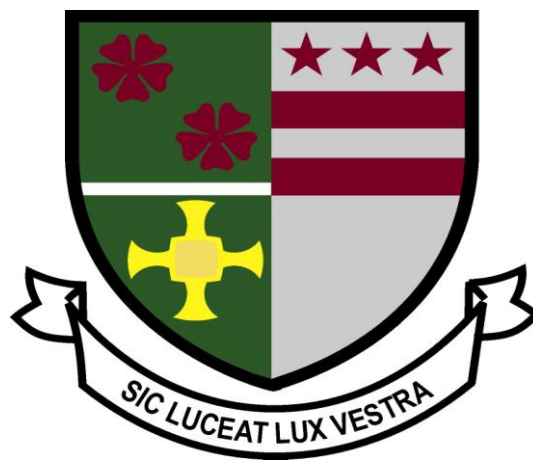


St Robert of Newminster Catholic School & Sixth Form College.

St. Robert of Newminster Catholic School and Sixth Form College



Safeguarding and Protecting Children/Young People Policy

2010

Next Review: November 2011

Our Vision

All individuals are children of God, created equally in his image to share an eternal future. We promise to play our full part in their education and formation.

Our Mission

We strive to meet the academic, moral, physical, social and spiritual needs of all pupils so that they may take their place as caring, committed, aware and self-confident adult members of society.

Our Aims

In striving to create the school climate, which will nurture this mission statement, the school aims:

- *To offer to all students a broad, balanced, appropriate, relevant and flexible curriculum.*
- *To develop as an integral part of the local community and in particular the local Catholic community; to develop and maintain the partnership between school and parents, parishes, primary schools and the wider community.*
- *To develop a worshipping community, in which prayer and liturgy are encouraged as part of faith development.*
- *To encourage all members of our school community; students, parents, staff and governors to follow the example of Christ in their daily work and relationships; to treat one another with justice and dignity, tolerance and respect and to be aware of and respond to each other's needs, hopes and aspirations.*
- *To provide and maintain an attractive, happy, secure, safe and healthy school environment.*

Professional Requirements of Staff

In the light of our mission statement:

*All members of staff have a professional responsibility to meet the **academic, moral, social and spiritual needs of all students.***

To enable this to happen:

- *We will strive to provide an excellent teaching and learning experience for all students.*
- *We will encourage students to come to a fuller understanding of the difference between right and wrong. To be good citizens of the school community the students have to follow school rules, which are enforced by every staff member.*
- *The students will be given every opportunity to develop healthy lifestyles inside and outside the curriculum time. The school has a responsibility to encourage healthy eating and exercise during the school day.*
- *The Gospel values of respect and value for others will be made explicit to all students in their interaction with every member of the community. All members of the community have a responsibility to live out Gospel values in their work relationships.*
- *Opportunities will be provided for all community members to develop spiritually. The growth of the whole person must be implicit in the ethos of the school.*

School Motto

Sic Luceat Lux Vestra: Let Your Light Shine

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Safeguarding and Protecting Children/Young People

Purpose and aim:

St Robert of Newminster School and Sixth Form College's whole safeguarding policy aims to provide clear direction to staff and others about expected codes of behaviour in dealing with Safeguarding issues. The policy also aims to make explicit the school's commitment to the development of good practice and sound procedures. The purpose of the policy is, therefore, to ensure that Safeguarding concerns and referrals are handled sensitively, professionally and in ways that support the needs of the child's wellbeing.

Introduction:

Our school fully recognises the contribution it can make to safeguard the children and support the pupils in its care. There are three main elements to St Robert of Newminster School's safeguarding policy:

1. Prevention (positive school atmosphere, careful and vigilant teaching, pastoral care, providing good adult role models)
2. Protection (following agreed procedures, ensuring staff are trained and supported to respond appropriately and sensitively to Safeguarding concerns)
3. Support (to pupils and school staff and to children who may have been abused)

This policy applies to all employees of St Robert's school: teaching, non-teaching and volunteers.

Framework:

Schools do not operate in isolation.

Safeguarding 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 Sunderland Safeguarding Children Board.

'We are committed to respond in accordance with Sunderland Safeguarding Children Board in all cases where there is concern about significant harm'

Significant Harm:

Local Authority's duty is to investigate (S47 of the Children Act 1989).

Where a Local Authority is informed that a child who is living, or is found, in their area is either subject to an emergency protection order, police protection or they have a reasonable cause to suspect suffering or is likely to suffer significant harm they must make such enquiries as necessary to promote or safeguard the child's welfare. Children's Services Social Care undertake this responsibility on behalf of the Authority once a referral has been made.

Abuse: physical, sexual, emotional ill-treatment or neglect.

Harm means ill treatment or the impairment of health or development;

Development means physical, intellectual, emotional, social or behaviour development.

Health means physical or mental health.

Ill treatment includes sexual abuse and forms of ill-treatment which are not physical.

Note: harm includes the impairment of a child's health or development as a result of witnessing the ill treatment of another person (Adoption and Children Act 2002)

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Significance could exist in the seriousness of the harm or the implication of it. This will be a finding of fact for courts. The court will have to establish which standard of health and development would be reasonable to expect for a child with similar attributes, assess the shortfall against the standard and decide whether the difference represents significant harm
(*Children Act Guidelines and Regulation*)

Parents/carers should be aware that the school will take any reasonable action to safeguard the welfare of its pupils. In cases where the school has reason to be concerned that a child may be subject to significant harm, ill treatment, neglect or other forms of abuse, staff have no alternative but to follow the Sunderland Safeguarding Children Board procedures and inform Children's Services Social Care or the Police Public Protection Unit of their concern.
(Education Act 2002 Section 175)

Roles and Responsibilities

All adults working with or on behalf of children have a responsibility to protect children. Within St Robert's Catholic School & Sixth Form College the following individuals work closely together on Safeguarding issues

Mrs Wake (Designated Person). Should be the first point of contact if you have a concern

Mrs Bowen (Nominated Deputy). In Mrs Wake's absence Mrs Bowen should be contacted

Mrs Hughes (School Based Social Worker/Counsellor). Works closely with Mrs Wake and may be contacted if Mrs Wake or Mrs Bowen is not available.

Role: to co-ordinate all matters relating to safeguarding issues.

These will include:

- Dealing with reports of abuse against children
- Dealing with complaints against staff (employees of St Robert's School)
- Making referrals to Safeguarding Agencies if appropriate
- Keeping the Head Teacher fully informed of all Safeguarding issues that may arise
- Ensuring all staff/governors (employees of St Robert's Catholic School & Sixth Form College) receive training in Safeguarding every 3 years
- Ensuring that all new staff (employees of St Robert's Catholic School & Sixth Form College) are properly inducted in safeguarding issues
- Liaise with the school governor with special responsibility for Safeguarding as appropriate.

Mr Paul Young (School Governor with special responsibility for Safeguarding)

Role: to liaise with Mrs Wake (Designated Person on matters relating to Safeguarding issues and participate in the annual review of policy.

Procedures:

The Designated Person will be informed immediately by an employee of the school, pupil of the school, parent of the school, other persons, in the following circumstances

- Suspicion that a child is being harmed
- There is evidence that a child is being harmed

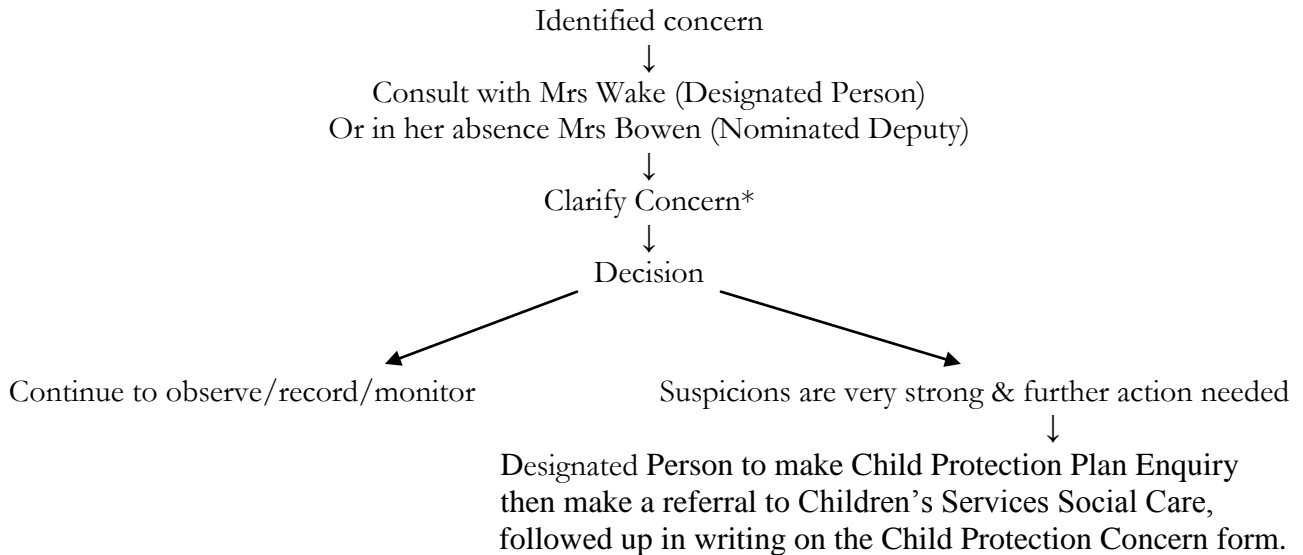
The Designated Person will keep a full record of concerns raised and make referrals to Children's Services Social Care or Police if necessary. The Head Teacher will be kept informed at all times.

Referrals

Channels of communication should be quick and clear:

Suspected Child at Risk of Significant Harm

Action to take



*Any member of staff who is unhappy with the joint decision made with the Designated Person can contact the Safeguarding Team:
Pam Gartland (Ed. Safeguarding Manager) 5532252/50 Anne Murton 5532253/50 Helen Wheatman (Ed. Safeguarding Officers)

Safe Schools/Safe Staff

Complaints against Employees

A Safeguarding complaint involving a member of staff must be reported to the Head Teacher immediately. If the complaint involves the Head Teacher then the next most senior member of staff must be informed. Consultation without delay with the appropriate contact for Sunderland LA: Ron Hogg (Local Authority Designated Officer) or Pam Gartland/Anne Murton (Education Safeguarding Team) will determine what action follows. A multi-agency strategy meeting will be arranged to look at the complaint in its widest context, the Head/a senior member of school staff must attend this meeting.

Training and Support

St Robert of Newminster Catholic School & Sixth Form College ensures that the Head Teacher, Designated Person, Nominated Deputy and Governor with special responsibility for Safeguarding receive training relevant to their role. The school also ensures that all its employees are kept informed about Safeguarding issues through a programme of staff inset.

Professional Confidentiality

Confidentiality is an issue which needs to be understood by all those working with children, particularly in the context of Safeguarding.

St Robert of Newminster Catholic School & Sixth Form College recognises that the only purpose of confidentiality in this respect is to benefit the child.

Information in this school will be shared on a need to know basis.

Consultation: 2009-2010 coordinated by Mrs Wake (DP)

Guidance from Ms P Gartland (Sunderland Safeguarding Children Board)

Records and Monitoring

Well-kept records are essential to good Safeguarding practice. St Robert of Newminster Catholic School & Sixth Form College is clear about the need to record any concerns held about a child or children within its care, the status of such records and when these records should be passed over to outside agencies or transferred to a new school. Protocols must be adhered to in all cases of file transfer.

Attendance at Safeguarding Conferences

In the event of St Robert of Newminster Catholic School & Sixth Form College being invited to attend Child Protection Conferences, the Designated Person will represent the school and provide information relevant to the Child Protection Conference (Initial/Review). Using the pro forma in Sunderland Safeguarding Children Board Procedures – app6.

Supporting Children

St Robert of Newminster Catholic School & Sixth Form College 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. St Robert of Newminster Catholic School & Sixth Form College may be the only stable, secure and predictable element in the lives of some of the children under its care. The school, therefore, recognises that such children might exhibit challenging and defiant behaviour and will take careful note of the context of such behaviour.

St Robert of Newminster Catholic School & Sixth Form College also recognises that some children who have experienced abuse may in turn abuse others. This requires a considered and sensitive approach in order that the child can receive appropriate help and support.

School will endeavour to support all its 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
- A coherent management of behaviour
- A consistent approach which recognises and separates the cause of behaviour from that which the child displays. This is vital to ensure that all pupils are supported within the school setting
- Liaison with other professionals and agencies who support children and parents
- A commitment to develop productive, supportive relationships with parents whenever it is in the child's interest to do so
- The development and support of a responsive and knowledgeable staff group whose role it is to respond appropriately in Safeguarding situations

St Robert of Newminster Catholic School & Sixth Form College recognises that, statistically, children with behavioural difficulties and disabilities are the most vulnerable to abuse. School staff who work in any capacity, with children with profound and multiple disabilities, sensory impairment and/or other emotional and behavioural problems will need to be particularly sensitive to signs of abuse.

Our school also recognises that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support and protection

This Policy should be read in conjunction with other related policies in school

These include:

Recruitment and Selection:

The school will operate safe recruitment practice throughout the whole process adhering to “Safeguarding Children and Safer Recruitment in Education”.

Children Services Code of Conduct for all employees

The school will ensure that all staff and volunteers are aware of the need for maintaining appropriate and professional boundaries in their relationships with pupils and parents.

The Sexual Offences Act 2003 (Abuse of position of trust)

The school will ensure that staff and volunteers are aware that sexual relationships with pupils under the age of 18 are unlawful and could result in legal proceedings taken against them.

Health and Safety Policy

This is set out in a separate document and is reviewed annually by the governing body. It reflects the consideration we give to the protection of our children both within the school environment and when away from the school when undertaking school trips and visits.

Other related Policies:

- Behaviour Management Policy
- Anti-Bullying
- Disability Equality Policy
- School First Aid Procedures
- Positive Handling Policy
- Special Education Needs
- Sex and Relationship Policy
- Administration of Medicines Policy
- Photographic Policy
- Educational Visits Programme

This policy has been informed by the following:

- Sunderland City Council procedures for dealing with allegations/complaints against staff
- Education Act 2002
- Framework for the Assessment of Children and Families
- Children Act 1989
- Working together to Safeguard Children DOH (2010)
- Sunderland Safeguarding Children Board Procedures
- Inquiries (national/local) informing and improving practices
- United National Charter for the Child
- Data Protection Act
- Sexual Offences Act 2003
- Protection of Children Act 2000
- Freedom of Information Act
- Report of the Bichard Enquiry 2004
- Safeguarding and Safer Recruitment in Education 2007.

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Policy Review

The Draft Policy was given to student, parent/carer and teacher representatives and then to members of the Pastoral Governors as part of the final stage of the consultation and review process. Comments were considered by Mrs Wake and the policy was amended appropriately.

Policy raised at the Pastoral Governors' meeting 25 November 2010.

Policy Approved

Chair of Governors_____ Mr J Waugh Date 29 November 2010.

Head Teacher_____ Mr S G White Date 29 November 2010.