

Hordle Walhampton: SAFEGUARDING POLICY

The Children Act 1989 gives every child the right to protection from abuse and exploitation and the right to have enquiries made to safeguard his or her welfare.

Hordle Walhampton fully recognises its responsibilities for Child Protection, and has regard for Safeguarding Children and Safer Recruitment in Education (DCSF 2006).

Our policy applies to all staff, governors, visitors and volunteers working in the school.

The School

- Attempts to safeguard pupils from abuse through
 - The screening of adults who have access to children, by following the appropriate vetting procedures
 - Visitors to the school follow a set procedure of signing-in and out, being met by a member of staff by appointment where possible and by wearing a visitor's badge around the school.
 - CRB checks, identity checks, background & qualification checks, references, medical fitness checks, abroad checks are carried out on all newly appointed staff in compliance with the Independent School Standards.
 - Checks on staff who work with children on another site other than on the school premises, (see recruitment policy).
 - Encouraging pupils to be aware of the School's Code of Conduct as laid out in The Golden Sheet and Expectation Sheet
 - Education via the PSHE programme incorporating The 'Every Child Matters' key points; Being Healthy, Staying Safe, Enjoying and Achieving, Making a Positive Contribution & Achieving Economic Well Being.
 - The Patrol System, Tutor System and Form Teacher support. Older children with responsibilities are given advice on appropriate action should there be any reported incidents of abuse and ensure that there are no ceremonies intended to cause pain, anxiety or humiliation to any child in the school.
 - Liaison with parents and appropriate agencies such as Social Services, Child and Adult Mental Health Service and the Local Safeguarding Children's Board, (Room 12, Marland House, Southampton. SO14 7PQ Tel: 02380 832995. The Senior Support Officer is Gaynor Stowers) within 24 hours of an incident being reported.
 - The Development Plan (a working document) to update and remedy any deficiencies or weaknesses in the school's Safeguarding arrangements without delay.
 - Making available to parents the Countering Bullying Policy, the Child Protection Policy, the Discipline / Behaviour / Expectations Policies, and Complaints Policy, including the number of complaints during the previous year on request.
 - Developing and then following procedures where an allegation is made against a member of staff or volunteer as laid out in Safeguarding children and Safer Recruitment in Education (Chapter 5: Dealing With Allegations of Abuse Against Teachers and Other Staff).
 - Keeping written records of concern about children, and ensure that these are kept securely, separate from the main pupil files.
 - Taking responsibility for safeguarding children within the EYFS and liaising with local statutory children's agencies as appropriate.
 - Making available the phone number and other contact details of the Independent Person to children throughout the school.

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- The School has appointed a Designated Senior Person (Jackie Phillips), a nominated Governor (Susie Sheldon 01983 756050) and an EYFS designated person (Janet Morgan). The respective members of staff
 - Have received training in identifying the signs and symptoms of abuse and are responsible for keeping up to date with Hampshire Safeguarding Children Board policies and procedures
 - Are responsible for the co-ordination of Child Protection procedures within the School and for liaison with Social Services.
 - Are responsible for appropriate record keeping and reporting annually to the designated Governor.
 - Are responsible for ensuring that all staff know that possible abuse must be reported to the Designated Senior Person
 - Liaise with staff who have pastoral responsibilities
 - Arrange appropriate training for staff every two years in child protection and inter-agency procedures
 - Will ensure that any deficiencies and weaknesses in child protection arrangements are remedied without delay.
 - Attend case conferences when required
 - Contact Social Services if Child Protection issues arise
 - Act as a source of support within the school.
 - Liaise with the Headmaster to inform him of any ongoing investigations and ensure there is always cover for the role of Designated Senior Person.
- In addition, Hordle Walhampton
 - Follows the procedures of the local Safeguarding Board (Senior Support Officer, Gaynor Stowers 02380 832995).
 - Follows the recruitment procedures (Safer Recruiting) recommended after the Bichard and Climbie enquiries
 - Aims to ensure that arrangements for all off-site visits include appropriate Child Protection checks and suitable vetting procedures apply to any staff involved.
 - Recognises that children who are abused or witness violence need support through
 1. The curriculum
 2. The School's ethos which promotes a positive, supportive and secure , equal and diverse, environment and gives the pupils a sense of being valued.
 3. The school behaviour policy which is aimed at supporting vulnerable pupils in the school. The school will ensure that each pupil knows what acceptable and unacceptable behaviour is, but they are valued and not blamed for any abuse which has occurred.
 - Refers cases of suspected abuse or allegations to the relevant investigating agencies.

Teaching and Support Staff

- Members of staff receive guidance about Child Protection issues, including how to respond to suspicions or allegations of abuse, as part of their induction when joining the School. Colleagues should be aware of indicators of possible abuse, for example physical and / or emotional signs, unusual / or altered behaviour patterns, inappropriate sexual knowledge or interest etc.

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- Staff should ensure that their behaviour and conduct do not place pupils or themselves at risk of harm or of allegations of harm to a pupil.
- Staff should follow the guidelines in the Staff handbook and leaflet on Child Protection for all staff and report to the Designated Senior Person (Jackie Phillips) any concerns related to Child Protection, by following the guidelines in the staff leaflet.
- In any conversation before the Headmaster is informed, staff approached by a pupil about a Child Protection issue should avoid asking leading questions, not give guarantees of confidentiality, apportion no blame, make no promises that things will get better, and make notes (however rough) of the conversation. The matter should then be referred to the Designated Senior Person (Jackie Phillips) or if appropriate to the designated Governor (Susie Sheldon).
- The Designated Senior Person, (Jackie Phillips), Head, and staff should undergo training in Child Protection every three years
- The Designated Person (Jackie Phillips), should undergo inter- agency training every two years.
- The Governing Body must undertake an annual review of the School's Safeguarding Policies and procedures and of the efficiency with which related duties have been discharged.
- Any person (employed, contracted, volunteer, student or other) whose services are no longer used because he or she is considered unsuitable to work with children will be reported to the Independent Safeguarding Authority (ISA) PO Box 181, Darlington DL1 9FA, [Tel:03001231111](tel:03001231111), Secretary of State, via the DfCSF in Darlington, within one month of leaving the School. Failure to report constitutes an offence and the school may be removed from the DCSF register of independent schools.
- Any member of the boarding staff, who is suspended pending investigation of a child protection nature, must be accommodated off site.

Signs of Possible abuse

Physical	Emotional	Neglect	Sexual
Unusual bruising	unusually quiet	Often dirty	overt sexual behaviour
Absent	Withdrawn	Poor health	Withdrawn
Burn marks on body	Low self esteem	Hungry	Frightened of adults
Broken bones	Cries easily	Ripped clothes	Smell of sex
Inappropriate dress	No friends	Absent	Pregnancy

- There are many other signs, but a significant change in behaviour for the worse can be the first indication of abuse. It is difficult for children who are being abused to have a feeling of self worth. They may feel helpless, isolated and to blame for what is happening to them. Their behaviour may be challenging and defiant or they may be withdrawn.

Allegations Against Members of Staff

- Well over 95% of allegations by pupils of gross misconduct do not lead to prosecutions and convictions. However, the innocent teacher who is the victim of an allegation suffers: suspension, the stress of the investigation, the anxiety about outcomes and consequently damage to health and prospects.

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- All allegations will be treated seriously. Members of staff, against whom there is an allegation, will be supported by the school and their union, until such time as the allegation is proved one way or another.
- Members of staff who report an incident concerning another member of staff have immunity from 'whistle-blowing' in good faith.
- Develop and then follow procedures where there is an allegation against a member of staff using Safeguarding Children and Safer Recruitment in Education Chapter Five.
 1. Report the incident to the Headmaster immediately (if not available, the nominated Governor)
 2. Inform the parents of the involved child
 3. If the allegation is about the Headmaster then report the incident to the nominated governor Susie Sheldon
 4. If the allegation is serious then report it to the Local Authority Designated Officer the same day (within 24 hours). (Tim Pascoe 02380 915443).
 5. Inform Ofsted as soon as is reasonably practicable, but at the latest within 14 days.
 6. A plan of action will be drawn up and implemented.

General Advice

- Don't be alone with a pupil
- Always be in a position where someone can see
- Keep a table's width between you and pupils
- You cannot refuse to teach a pupil
- If you have reason to fear a pupil is developing inappropriate feelings about you, inform the Headmaster in writing of your suspicions and reasons for them (a valentine, etc) at the time
- If you are questioned by the police, say, "I am anxious to cooperate in getting this matter cleared up. I have been advised by my professional association not to agree to answer questions or make a statement without my solicitor present"
- If the police are not happy to delay, ask for the duty solicitor
- Do not accept a caution without a solicitor present.
- All members of staff are advised to join a union.
- Read and implement current pastoral policies, including countering bullying, expectations and behaviour and discipline
- Ask for help

This policy must be read in conjunction with the school's countering bullying policy.