

THE FOREST SCHOOL

POLICY TITLE	Child Protection Policy
PERSON(S) RESPONSIBLE FOR POLICY	Director of Inclusion

WHO IS GOVERNED BY THIS POLICY

Headteacher, all staff (including supply and peripatetic staff), volunteers, governors or anyone working on behalf of The Forest School.

POINT (S) OF CONTACT

Chair of Governors, Headteacher, Child Protection Officer

LINKS TO THE FOLLOWING POLICIES AND PROCEDURES

Safer Recruiting, Safeguarding, Health and Safety, Data Protection and Intimate Care

MAIN ECM OUTCOMES (EVERY CHILD MATTERS)

Be Healthy, Stay Safe, Enjoy and Achieve, Make a Positive Contribution, Achieve Economic Well-being

REQUIREMENTS ON THE SCHOOL

All schools are required to have a policy on Child Protection. The Forest School recognises and has regard to its legal duty under sections 175/157 of the Education Act 2002 to work with other agencies in safeguarding children and promoting their welfare as defined by the Department for Education and Skills Safeguarding Children and Safer Recruitment in Education 2007 and the Pan-Sussex Child Protection and Safeguarding Procedures 2006. It has regard to the Children Act 2004.

STATEMENT OF INTENT

The Forest School recognises that the welfare of the child is paramount and that each one has the right to be protected from harm. The school produces guidelines on Child Protection for all staff, which are available on the staff network.

In harmony with the Equal Value Principle, all members of staff seek to adopt an open and accepting attitude towards children and young people in all aspects of school life as part of their pastoral responsibility. The safeguarding of children and the promotion of their welfare is implicit in all policy statements issued by the school.

The purpose of all interventions should be to achieve the best possible outcomes for each child recognising each is unique. These outcomes should contribute to the key outcomes set out for all children set out in the Children Act 2004:

- Stay safe
- Be healthy
- Enjoy and achieve
- Make a positive contribution
- Achieve economic wellbeing

Parents will normally be consulted and their consent obtained before any referral is made to an agency outside the school under the local "children in need" procedures. However, staff cannot guarantee to consult parents first, or to keep children's concerns confidential if referral must be made to appropriate agencies in order to safeguard a child's welfare.

Staff who observe injuries which appear to be non-accidental, or who are told anything significant by a child, report this immediately to the designated member of staff who is, in turn, required to discuss with outside agencies responsible for making enquiries into concerns which may indicate:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect

School staff do not carry out investigation or enquiries, nor decide whether children have been abused. This is a matter for the specialist agencies.

ROLE OF KEY PERSONEL

Governors

The Governing Body review and monitor the policy annually and provide information to the LA about the procedures and about how the duties have been discharged. They remedy any deficiencies or weaknesses in regard to child protection arrangements brought to their attention without delay.

Governors operate safe recruitment procedures and ensure that checks are carried out on staff and guidance is followed. They ensure that the School has procedures for dealing with allegations of abuse against members of staff or volunteers that comply with guidance from the LA.

The Governing Body ensures that the School has a senior member of the Leadership Team who is designated to take lead responsibility for dealing with child protection issues. The Chair of Governors acts as the designated governor for Child Protection who liaises with the LA and the Head teacher's designated member of staff as appropriate.

The nominated Governor (Chair of Governors) is responsible for liaising with the LA in the unlikely event of an allegation against the Headteacher.

The Head teacher monitors and supports the work of the designated member of staff. She manages allegations against members of staff and liaises immediately with the Local Authority on this or on any information that suggests that a member of staff or a volunteer is unsuitable to work with children.

The SLT ensures that:

1. The team is able to cover as necessary for the designated member of staff.
2. The designated member of staff has access to refresher training at two yearly intervals and that all members of staff who work with children undertake refresher training at 3 yearly intervals.
3. Temporary staff and volunteers are made aware of the school's arrangements for child protection and their responsibilities.
4. All policies have regard to safeguarding and promoting the welfare of children.

All Staff

Contribute to creating an open, safe environment within which parents and children feel free to talk about concerns and worries. Are familiar with and keep to the Guidelines issued in the staff handbook, ensuring that children have the confidence to approach them, be treated with respect and be taken seriously. Are aware that they must make an immediate record of their part in any child protection incidents. Take part in refresher training at regular intervals. May, with support and/or training, attend case conferences on behalf of the school. Ensure that safe practices are observed and risk assessments carried out as appropriate. Refer any issues in respect of colleagues directly to the designated member of staff.

The Designated person (CPO)

The Designated member of staff acts as a source of support, advice and expertise when deciding whether to make a referral. Members of staff will normally consult the relevant Community Leader but may go directly to this member of staff or deputy in cases of suspected abuse or a disclosure. They deputise for the Headteacher, carrying out all of her functions described above, as appropriate. In cases where there is information regarding another colleague, staff must go directly to the Headteacher.

The designated member of staff:

1. Refers or oversees the referral of cases of suspected abuse or allegations to the relevant investigating agencies.
2. Liaises with and informs the Head teacher of any issues and ongoing investigations and ensures there is always cover for this role.

3. Recognises how to identify signs of abuse and when it is appropriate to take advice from or make a referral to another agency.
4. Attends and contributes to Child Protection conferences effectively when required or delegates appropriately trained staff to do so.
5. Ensures each member of staff has access to and understands the school's Child Protection Policy Guidelines.
6. Ensures that new staff are provided with induction and other training covering child protection.
7. Reminds staff to keep detailed accurate secure written records of referrals/concerns.
8. Attends any relevant or refresher training courses every two years.
9. Works with Governing body reporting to them annually and ensuring that practice and policy are updated and reviewed.
10. Arranges to have a copy of the policy placed on the website to ensure that parents are aware of it and of the fact that referrals may be made so as to avoid possible conflict.
11. Implements the practice when children leave the school, of ensuring that their child protection file is copied for new establishment as soon as possible but transferred separately from main student file.