



CASTELL ALUN HIGH SCHOOL

SAFEGUARDING POLICY

Agreed by Governing Body	September 2013
Reviewed	December 2016

This policy has been developed in accordance with the principles established by the Rehabilitation of Offenders Act 1974, Education Act 2002, the Children Act 2004, Safeguarding Vulnerable Groups Act 2006 and in line with Government publications:

All Wales Child Protection Procedures; and NAW circular 34/02 'Child Protection: preventing unsuitable people from working with children and young persons in the education service'; 'Working Together to Safeguard Children', 2006, The All Wales Child Protection Procedures 2008, Circular 005/2008 Safeguarding Children in Education, The Protection of Children Act (1999); NAW's 'Working Together to Safeguard Children', United National Convention on the Rights of the Child, Circular 158/2015 Keeping Learners Safe, Revised 'Prevent' Duty Guidance for England and Wales 2015

Our policy applies to all staff, governors and volunteers working in the school. The aims of this policy are :-

- To ensure that we practise safe recruitment in checking the suitability of staff and volunteers to work with children.
- To raise awareness of child protection issues and equip children with the skills needed to keep themselves safe.
- To develop and implement procedures for identifying and reporting cases, or suspected cases, of abuse and to make sure these are clear to all.
- To support students who have been abused in accordance with his/her agreed child protection plan.
- To establish a safe environment in which children can learn and develop.
- To develop and implement procedures for identifying and reporting suspected cases of those at risk of radicalisation and make sure these are clear to all

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 students feel secure, are encouraged to talk, and are listened to.
- Ensure that students know that there are adults in the school whom they could approach if they are worried and are aware of who the C.P.O is.
- Include opportunities in the curriculum for students to develop the skills they need to recognise and stay safe from all forms of abuse (including the risk of radicalisation)

We will follow the procedures set out in the All Wales Child Protection Procedures 2008 and therefore :-

- Ensure that we have a Designated Senior Person for child protection who has undertaken Child Protection Training and Prevent Duty Training, who undertakes an update training day as recommended by the Local Authority every two years.
- Ensure we have a nominated Governor responsible for child protection. Designated Governor (Child Protection) – Mr. Kevin Davies.
- Ensure every member of staff, and the Governing Body, know the name of the Senior Designated Person and the Deputy Designated Person responsible for Child Protection and their role:
 - Designated member of staff (Child Protection) Deputy Headteacher, Mrs. Paula Williams,
 - Deputy Designated member of staff (Child Protection) Assistant Headteacher, Mr. Carl Pugh,
 - Mr. Graham Hughes, Headteacher, Mrs. Diane Bates, Learning Coach and Mrs. Gail Davies, Assistant Headteacher (if other staff are absent).

- Ensure all staff and volunteers understand their responsibilities of being alert to the signs of abuse/risk of radicalisation and are aware of the procedure to follow (as set out in **Appendix 1**).
- Ensure that every member of staff undertakes appropriate safeguarding and Prevent Duty training every two years
- Ensure that the Designated Person follows the procedures in line with Local Authority and National Legislation (see **Appendix 2**)
- Ensure that written referrals are made using the agreed Multi Agency referral form (see **Appendix 3**) within, at the most, 24 hours of a disclosure being made. In the case of those at risk of radicalisation, a follow on 'Prevent' referral would also be made.
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by publishing the policy on the school website.
- Ensure that visitors to the school are aware of who the Designated Child Protection Person is.
- Notify Social Services immediately if there is an unexplained absence for more than two days of a student who is on the child protection register/subject to a child protection plan.
- Implement the statutory and LA guidance when a child goes missing from education.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including the attendance at case conferences
- Keep written records of concern about children, even when there is no need to refer the matter immediately.
- Ensure all records are kept securely and separate from the main student file and in a locked location.
- Ensure, following agreed procedures, that when a child moves school their Child Protection Record/File is transferred to the named Designated person in that new setting.
- Ensure this policy is reviewed and updated each year.
- Ensure we consult with our students to ensure their voice is heard.

We recognise that a child/young person, parents or a colleague may make an allegation against a member of staff if they have :-

- Behaved in a way that has harmed a child, or may have harmed a child.
- Possibly committed a criminal offence.
- Behaved towards a child or children in a way that indicates he/she is unsuitable to work with children.

Therefore we will :-

- Ensure that the school has a named Senior Manager for handling allegations against staff. This may be the Headteacher, and where an allegation is made against the Headteacher that the Chair of Governors should be notified without delay.
- Ensure that the school complies with the All Wales Child Protection Procedures 2008 and the DCSF Practice. This will require the Designated person, or the Chair of Governors, when the allegation is against the Headteacher, to contact the Chief Officer of Lifelong Learning Directorate based at County Hall (01352 704011) for further advice.
- Ensure that we participate in any investigation that ensues.
- Ensure that we implement the education recommendations following a Serious Case Review (SCR).

We recognise that children who are abused, witness violence or who are at risk of radicalisation 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 student through:-

- The PSE curriculum.
- The school ethos which promotes a positive, supportive and secure environment and gives students a sense of being valued

- The school behaviour policy which is aimed at supporting vulnerable students in the school. The school will ensure that the student knows that some behaviour is unacceptable and that they are valued and not to be blamed for any abuse which has occurred.
- The implementation and reviewing of statutory policies that are relevant to Safeguarding and promoting the welfare of children.
- Liaising with other agencies that support the student such as Social Services, Child and Adult Mental Health Service (CAMHS); Education Welfare Service; Education Psychology Service, School Nurse, the Police Liaison Officer and Prevent Duty Team.
- Ensure, following agreed procedures, that where a student on the child protection register leaves the school, their information is transferred to the new school immediately and that the child's social worker is informed.

Safeguarding Guidelines

At Castell Alun the safety of all students is paramount. In order to maintain every student's safety the school will adhere to the following in addition to the Child Protection Policy guidelines listed above :

The Health and Safety Policy

First Aid Procedures

Trained first aiders will be available at all times during the school day. The Medical Room and other designated areas will be stocked with first aid materials and all accidents will be recorded.

Site Security Procedures

Visitors must sign in and out when visiting the school.

Attendance Policy

The attendance of every student is monitored on a daily basis. Parents should contact the school when their child is unwell.

Appointments of staff

All staff appointed to work at the school are subject to an enhanced DBS check, the school follows Flintshire County Council's Policy for the provision of Disclosure and Barring Service checks

ICT Acceptable Use Policy

Internet Safety guidelines for staff and students.

Equality and Diversity Policy

Behaviour and Discipline Policy

Anti-Bullying Policy

Physical Restraint Policy

Data Protection Policy

No personal information will be released regarding students and staff. This policy will be available to any parent, guardian or carer upon request. This policy will be implemented by all staff members, monitored and evaluated following any Child Protection Referrals.

APPENDIX 1a

POSSIBLE SIGNS AND SIGNALS OF ABUSE

PHYSICAL ABUSE

- Fractures
- Cigarette burns
- Human bites
- Bilateral bruised eyes
- Fingertip bruising (compression marks)
- Burns and scald marks
- Bruising in sites not easily injured
- Frequent / repeated 'accidents'
- Unusual cuts or marks
- Parents not leaving the side of injured child
- Frozen watchfulness
- Aggressive play, conduct problems
- Preoccupation with own body and health.
- Account of injuries inconsistent with their appearance
- Unusual degree of parental hostility
- Unusual lack of parental concern
- Different accounts of events
- Injuries at different stages of healing
- Unusual pattern of symptoms – injuries that coincide with contact with a specific person
- Unexplained injuries
- Reluctance to undress / participate in sport

EMOTIONAL ABUSE

NB – all categories of abuse contain elements of emotional abuse. The 2008 procedures recognise the witnessing of domestic abuse within the home, being bullied and the exploitation or corruption of children as categories of emotional abuse.

- Emotional rejection of the child
- Scapegoat of child by family members
- Child subjected to constant blaming/criticism or ridicule
- Child racially abused by family members
- Breakdown or parental relationship with chronic, bitter conflict over contact / residence
- Major and repeated family changes (separations, reconstitutions of family)
- Constant changes of carers
- Domestic violence
- Child is responsible for caring for other children / parents
- Parental chaotic use of : drugs and alcohol or involvement in seriously deviant lifestyles
- Bizarre parental beliefs
- Serious physical or psychiatric illness of parent
- Fear, anxiety, depression, despair
- Extreme lack of self-esteem
- Poor achievement and concentration
- Over compliant and passive behaviour
- Dominating and controlling behaviour
- Poor relationships

NEGLECT

- Non-organic failure to thrive
- Growth failure

- Developmental delay
- Excessive hunger
- Inadequate clothing
- Very poor concentration – skin, hair, nails and general physical appearance
- Poor hygiene
- Marked drop in weight / height centiles without organic reason
- Tired and apathetic presentation
- Poor school attendance
- Inability to play – due to lack of stimulation
- Parents with mental health / drug / alcohol problems which are chaotic
- Neurotic behaviour (e.g. rocking, hair twisting, thumb sucking)
- Compulsive stealing
- Untreated illness or injury
- Evidence of failure to protect a child from exposure to any kind of danger
- Other physical conditions resulting from inadequate care
- Withdrawn
- Food scavenging
- Poor school achievement

SEXUAL ABUSE

- Pregnancy – especially where father is unknown
- Bruising, scratching or other injuries to genital or anal areas, or other ‘sexual’ areas such as breast, lips etc
- Sexually transmitted infections / diseases
- Anal warts
- Urinary tract infections
- Soreness / itching or pain on toileting
- Recurrent abdominal pain, headaches or other
- A child who hints at sexual behaviour towards other children or adults
- Preoccupation with sex
- Inappropriate and repeated play and talk / drawings
- Running away
- A child avoiding certain people / situations
- Severe eating disorders in older children
- Self-harming

RISK FACTORS ASSOCIATED WITH VULNERABILITY TO RADICALISATION

- Feelings of grievance and injustice
- Feeling under threat
- A need for identify, meaning and belonging
- A desire for status
- A desire for excitement and adventure
- A need to dominate and control others
- Susceptibility to indoctrination
- A desire for political or moral change
- Opportunistic involvement
- Family/friends ‘involvement in’ extremism
- Being at a transitional time of life
- Being influenced or controlled by a group
- Relevant mental health issues

APPENDIX 1b

PROCEDURES FOR STAFF

If someone tells a member of staff that they or another child or young person is being abused, staff should follow the procedure listed below :-

- Show that you have heard what he/she is saying, and that you take his/her allegations seriously
- Encourage the child to talk, but do not prompt or ask leading questions
- Explain what actions you must take
- Do not give an undertaking of absolute confidentiality as staff have a responsibility to disclose information to those who need to know
- Write down what you have been told, using the exact words if possible
- Make a note of the date, time, place and people who were present at the discussion. Have another adult present when speaking to the child.
- Report your concerns to the Child Protection Officer, Mrs. Paula Williams or Mr. Carl Pugh
- Do not confront the alleged abuser.

If a child is likely to suffer harm it is essential that urgent action is taken under the child protection procedures. These procedures are outlined in documentation provided by the County Council.

APPENDIX 2

PROCEDURE FOR DESIGNATED C.P.O

When abuse is alleged or suspected the school will adopt the following procedure :

- The Child Protection Officer will be immediately informed. In the event of their absence, Mr. Carl Pugh the Assistant Headteacher must be contacted.
- The person informed will refer information to the manager or Duty Social Worker, of the Duty and Assessment Team at the Social Services for Children Office in Deeside telephone 01352 701000, on the same day – out of hours / after 5pm 0845 053 3116.
- The person informed will complete a Child Protection / Child in Need Multi-Agency Referral Form and send or fax it to Children's Services – Fax Number : 01352 701005 on the same day.
- Contact the Educational Social Worker (ESW).
- Contact the School Nurse.
- Take advice from Child Services before communicating with parents.
- Attend case conferences when requested.