

The Orchard School



Child Protection Policy

Draft: January 2017

Ratified:

Review:

Chair of Governors:

Headteacher :

The Orchard School Child Protection Policy

The Orchard School fully recognises it's responsibilities for Child Protection. Our policy applies to all staff, Governors and volunteers working in the school.

Rationale

Safeguarding and promoting the well-being of all pupils is of prime importance to the School. This policy aims to ensure that adequate arrangements are in place to identify, assess, refer and support those children and young people who are, or are at risk of, suffering harm, through working together with other agencies and establishing an environment where children and young people feel safe and are able to grow and achieve.

Scope

This document describes the school's approach to Child Protection. This policy is intended as guidance for all staff including non-teaching staff and governors.

There are five main elements to our Policy :

- 1.** Ensuring that we practice safe recruitment in checking the suitability of staff and volunteers to work with children by utilising DBS (Disclosure and Barring Service) and SCR (Single Central Record).
- 2.** Raising awareness of Child Protection issues and equipping children and young people with the skills needed to keep them safe.
- 3.** Developing and implementing the procedures for identifying and reporting cases, or suspected cases, of abuse, including cases of suspected Child Sexual Exploitation (see Orchard School Guidelines to Identification) This will be in line with ***Kent Safeguarding Policies and Procedures and DfE Keeping Children Safe in Education Statutory Guidance for Schools and Colleges September 2016.***
- 4.** Supporting children and young people who have been abused in accordance to his/her agreed Child Protection Plan.
- 5.** Establishing a safe environment in which children and young people can learn and develop.

We recognise that because of the day to day contact with children and young people, the Orchard School staff are well placed to observe the outward signs of abuse. The School will therefore:

- Provide and maintain an environment where our pupils feel safe, confident and able to express themselves on matters of health and welfare, and know that they will be listened to.
- Ensure that our pupils know that there are adults in the Orchard School that they can approach if they are worried.
- To include opportunities within the curriculum to help our pupils to acquire skills both to recognise and resist abuse in their own lives, relationships and to prepare them for parental responsibilities in their adult lives.

We will follow the procedures set out by the Local Safeguarding Children Board and take account of the most up to date guidance issued by the DoE and skills to:

- Ensure that we have Designated Lead/s for Child Protection who has/have received appropriate current training and support and time for this role. Current Designated Leads are Head Teacher Annabel Lilley and Tracey North.
- Ensure that we have a nominated Governor responsible for Child Protection.
- Ensure that every member of staff, volunteer and Governor knows the name of the Designated Leads responsible for Child Protection and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring concerns to the Designated Lead for Child Protection.
- Ensure that parents/carers have an understanding of the responsibility placed upon the school and staff for Child Protection by setting out its obligations in School literature.
- Notify Social Services if there is an unexplained absence of more than two days of a pupil who is under a Child Protection Plan i.e. telephone/email on the third day.
- 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 pupils, even when 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.

We recognise that children and young people who are abused or experience and witness violence may find it difficult to develop a sense of worth. They feel helplessness, humiliation and some sense of blame. The Orchard School may be the only stable, secure and predictable element in the lives of any of our pupils who are at risk. When at school their behaviour may be challenging and defiant or they may be withdrawn. The Orchard School will endeavour to support the pupil through:

- The content of the curriculum.
- The Orchard School Ethos and Values which promotes a positive, supportive and secure environment and giving all pupils a sense of being valued.
- The school's Social and Emotional Behaviour Support Policy, which is aimed at supporting vulnerable pupils in school. The School will ensure that the pupil knows that some behaviour is unacceptable, but that they are valued and not blamed for any abuse which has occurred.
- Liaison with other agencies that support children and young people such as Social Services, Kent Family Support Framework (Early Help Interventions), Child and Adolescent Mental Health Services, Educational Welfare Service and Educational Psychology Service.
- Ensuring that correct procedures are put into place for any pupil who is considered Missing in Education.
- Ensuring that, where a pupil who is subject to a Child Protection Plan leaves, their information is transferred to the new educational setting immediately and that the child or young person's Social Worker is informed.

Monitoring, Evaluation and Review

The Governing Body has the responsibility for monitoring the Orchard School's policy and associated procedures.

Clear documents available for staff explaining procedures to be implemented when cases arise.

All staff (all staff includes Senior Leadership Team, Teachers, TAs, Pastoral Support Officers, Learning Mentors, Office Staff, Kitchen Staff, Site Managers, Cleaners, Temporary Supply Staff, Volunteers) and Governors will be aware of the full and active part they need to play in protecting our pupils from harm and promoting their well-being. All staff will know who the current designated members of staff and nominated Governor.

DRAFT
01/17

Designated Child Protection Co-Ordinator/s – Designated Lead/s	Mrs Annabel Lilley (Head Teacher) Ms. Tracey North
Nominated Governor responsible for monitoring CP	Mrs Penny Clarke