



BRITISH VALUES, ANTI-RADICALISATION AND SAFEGUARDING POLICY

School Staff were consulted on this document and it was accepted by the Trust.	May 2017
Review Cycle	Annually

CHANGES – May 2017

Page 4	Sixth Form Designated Child Protection contact removed	
Page 4	IRT details removed	Replaced with see Appendix A
Page 6	Telephone referral to IRT removed	Replaced with Early Help and Advice Hub
Page 9	(including our policy...) removed	Replaced with (including DfE guidance...)

This is a model policy/procedure which reflects legislation, any relevant statutory and non-statutory guidance and best practice. The responsibility for setting policy and procedure resides with the Governing Body/Trust and as such the relevant body must be satisfied that the content of the policy/procedure suits their requirements and must consult their staff/local trade union representatives prior to its formal adoption. In the this context, Education HR does not negotiate and agree its model policies with the Trade Unions/Professional Associations, although they are consulted and their feedback is considered in the development of the documents.

A model for Schools, Academies & Colleges

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THE TRUST SCHOOLS' BRITISH VALUES, ANTI-RADICALISATION AND SAFEGUARDING POLICY

A statement of the purpose

The school takes seriously its responsibility to protect and safeguard the welfare of children and young people in its care. An effective whole-school child protection policy is one which provides clear direction to staff and others about expected behaviour when dealing with child protection issues.

A citation to the legal authority and/or standards

The school complies with the legal duties under:

- The Education Act 2002, Section 175
- Child Protection SET procedures (Southend, Essex, Thurrock)
- Safeguarding Children and Safer Recruitment in Education

Rationale

An effective policy makes explicit the school's commitment to the development of good practice and sound procedures. This ensures that child protection concerns, referrals and monitoring may be handled sensitively, professionally and in ways which support the needs of the child.

Guiding principles

The school recognises that for our pupils, high self-esteem, confidence, supportive friends and clear lines of communication with a trusted adult helps to prevent abuse. Our school will therefore:

- Establish and maintain an environment where pupils feel safe and secure and are encouraged to talk, and are listened to.
- Ensure that pupils know that there are adults within the school who they can approach if they are worried or are in difficulty.
- Include in the curriculum activities and opportunities for Civics, which equip pupils with the skills they need to stay safe from abuse. Further information can be obtained from the school's Civics coordinator(s).
- Include in the curriculum material which will help pupils develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills. Further information can be obtained from the school's Civics coordinator(s).
- Ensure that wherever possible every effort will be made to establish effective working relationships with parents and colleagues from partner agencies.
- Ensure that we promote a safe environment for our pupils through our work on anti-bullying and the ethos of "Discipline with Dignity"

Expected Outcome

Staff will have a good understanding of the procedures that need to be followed when dealing with child protection issues. The school environment will be one in which pupils feel safe and secure and are encouraged to develop realistic attitudes to the responsibilities of adult life.

Review

This policy will be reviewed annually at a meeting of the Governing Body.

KEY CONTACTS WITHIN THE SCHOOL (May 2017)

DESIGNATED CHILD PROTECTION COORDINATOR

NAME: DEPUTY HEADTEACHER, STUDENT WELL-BEING

CONTACT NUMBER: 01277 238300

DEPUTY DESIGNATED CHILD PROTECTION COORDINATOR

NAME: SEAL COORDINATOR

CONTACT NUMBER: 01277 238300

KEY CONTACTS WITHIN THE LOCAL AUTHORITY

The **EDUCATION SAFEGUARDING SERVICE** is able to provide advice and consultancy.

CONTACT NUMBER: 01245 436744

E-MAIL: Education.safeguarding@essexcc.gov.uk

REFERRAL TO SOCIAL CARE SERVICES

Where schools have **URGENT** and **IMMEDIATE** concerns for the safety and welfare of a child or young person during office hours telephone **0845 603 7627**

To make **URGENT** referrals **OUT OF OFFICE HOURS** telephone **0845 606 1212**

For all **NON-URGENT** referrals and enquiries telephone **0845 603 7627 (Social Care Direct)**

Please see Appendix A for Early Help and Advice Hub and Initial Response Team Process Map.

CHILD PROTECTION & SAFEGUARDING PROCEDURES FOR THE TRUST SCHOOLS

“Because of their day to day contact with individual children during the school terms, teachers and other school staff are particularly well placed to observe the outward signs of abuse, changes in behaviour or failure to develop.”

(Working Together under the Children Act 1989)

INTRODUCTION

There are three main elements to our child protection policy:

- a) Prevention through the creation of a positive school atmosphere and the teaching, and pastoral support offered to pupils.
- b) Protection by following agreed procedures, ensuring staff are trained and supported to respond appropriately and sensitively to child protection concerns.
- c) Support to pupils who may have been abused.

This policy applies to all pupils, staff, governors, volunteers and visitors to the school.

This school recognises it is an agent of referral and not of investigation.

FRAMEWORK

Child protection is the responsibility of all adults and especially those working with children. The development of appropriate procedures and the monitoring of good practice are the responsibilities of the Essex Social Care.

ROLES AND RESPONSIBILITIES

All adults working with or on behalf of children have a responsibility to protect them. There are, however, key people within schools and the Local Authority who have specific responsibilities under child protection procedures. The names of those carrying out these responsibilities for the current year are listed on the contact sheet toward the front of this document.

It is the role of the Designated Child Protection Coordinator to ensure that all of the child protection procedures are followed within the school, and to make appropriate, timely referrals to Essex Social Care Services in accordance with school procedures. If for any reason the **Designated Child Protection Coordinator** (see contact sheet) is unavailable, a **Deputy Designated Child Protection Coordinator** has been identified who will act in their absence (see contact sheet). Additionally, it is the role of the Designated Child Protection Coordinator to ensure all staff employed including temporary staff and volunteers within the school are aware of the school’s internal procedures, to advise staff and to offer support to those requiring this.

The Governing Body is responsible for ensuring that the school follows safe recruitment processes. As part of the school’s recruitment and vetting process, all staff have to undertake a DBS (DBS-Disclosure and Barring Service; The DBS was established under the Protection of Freedoms Act 2012 and merges the functions previously carried out by the Criminal Records Bureau (CRB) and Independent Safeguarding Authority; ISA). All staff also have to complete a self-disclosure (SD2 – self disclosure of any criminal convictions, cautions, reprimands); DfE, Barred Adults List and other statutory lists and local intelligence checks will be sought on all staff that have substantial and unsupervised access to children.

The role of the Nominated Safeguarding Governor for Child Protection is to ensure that the school has an effective policy, that the ESCB Guidelines are complied with <http://www.escb.co.uk/> and to support the school in this aspect. Governors must not be given details relating to individual child protection cases or situations to ensure confidentiality is not breached.

The Designated Child Protection Coordinator and the Headteacher provide an annual report for the Governing Body detailing any changes to the policy and procedures; training undertaken by all staff and governors and other relevant issues.

Representatives from the Education Safeguarding Service (Tel: 01245 436744) are available to offer advice, support and training to the school's Designated Child Protection Coordinator.

PROCEDURES

All action is taken in line with the following guidance:

- a) Essex Safeguarding Children Board (ESCB) Guidelines, the SET (Southend, Essex and Thurrock) Child Protection Procedures, a copy of which is available via the school intranet and published on <http://www.escb.co.uk/>
- b) "Safeguarding Children in Education" (DfES/0027/2004) <http://www.teachernet.gov.uk/wholeschool/familyandcommunity/childprotection/>
- c) "What To Do If You're Worried A Child Is Being Abused" (published by Department of Health, DfES, Department of Culture Media and Sports, Home Office, Office of Deputy Prime Minister and the Lord Chancellors Department) - see Information for Professionals / National Guidance and Legislation on <http://www.escb.co.uk/>
- d) Working Together to Safeguard Children (2006, revised March 2013) - see Information for Professionals / National Guidance and Legislation on <http://www.escb.co.uk/>.
- e) Staff should be aware of the signs of radicalisation and what to do if they have suspicions. The training for this follows the guidance www.gov.uk/government/publications/prevent-duty-guidance.
- f) Promoting British values should be actively promoted in accordance with the following guidance www.gov.uk/government/news/guidance-on-promoting-british-values-in-schools-published.
- g) Keeping children safe in education. Statutory guidance for schools and colleges. <http://www.safeguardingschools.co.uk/new-keeping-children-safe-education-september-2016/>

Staff are kept informed about child protection responsibilities and procedures through induction, briefings and awareness training. There may be other adults in the school who rarely work unsupervised, more usually working alongside members of the school staff. However, the Headteacher will ensure they are aware of the school's policy and the identity of the Designated Child Protection Coordinator.

Any member of staff, volunteer or visitor to the school who receives a disclosure of abuse, an allegation or suspects that abuse may have occurred **must** report it immediately to the Designated Child Protection Coordinator (see contact sheet) or in their absence, the Deputy Designated Child Protection Coordinator (see contact sheet). In the absence of either of the above, the matter should be brought to the attention of the most senior member of staff.

The Designated Child Protection Coordinator or their Deputy will immediately refer cases of suspected abuse or allegations to Essex Social Care Direct by telephone and in accordance with the procedures outlined within module 6 of these procedures.

The telephone referral to the Early Help and Advice Hub will be confirmed in writing within 24 hours. Essential information will include the pupil's name, address, date of birth, family composition, the reason for the referral, whether the child's parents are aware of the referral, the name of person who initially received the disclosure plus any advice given. This written confirmation must be signed and dated by the referrer. Where possible the Inter-agency Referral Form (ECC999) should be used (published on "How to refer" on <http://www.escb.co.uk/>).

The school will always undertake to share our intention to refer a child to Social Care Services with the parents or carers unless to do so could place the child at greater risk of harm or impede a criminal investigation. On these occasions advice will be taken from Essex Social Care Services or Essex Police.

A statement in the school brochure will inform parents and carers about our school's duties and responsibilities under child protection procedures. Parents can obtain a copy of the school child protection policy on request.

TRAINING AND SUPPORT

The Headteacher and all other staff who work with children will undertake appropriate child protection awareness training to equip them to carry out their responsibilities for child protection effectively, that is kept up to date by refresher training at three yearly intervals as set out in Safeguarding Children in Education (DfES 0027/2004).

The school will ensure that the Designated Child Protection Coordinator also undertakes training in inter-agency working that is provided by the Education Safeguarding Service and refresher training at two-yearly intervals to keep knowledge and skills up to date. Temporary staff and volunteers who work with children in the school will be made aware of the school's arrangements for child protection and their responsibilities.

Support will be available for staff from the Headteacher in the first instance, and from members of the school's leadership team where there are concerns about queries about child protection.

All staff should have access to advice and guidance on the boundaries of appropriate behaviour and conduct. These matters form part of staff induction and are referred to in the staff handbook.

PROFESSIONAL CONFIDENTIALITY

Confidentiality is an issue which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. The only purpose of confidentiality in this respect is to benefit the child. A member of staff must never guarantee confidentiality to a pupil nor should they agree with a pupil to keep a secret, as where there is a child protection concern this must be reported to the Designated Child Protection Coordinator and may require further investigation by appropriate authorities.

Staff will be informed of relevant information in respect of individual cases regarding child protection on a "need to know basis" only. Any information shared with a member of staff in this way must be held confidentially to themselves.

RECORDS AND MONITORING

Well-kept records are essential to good child protection practice. Our school is clear about the need to record any concern held about a child or children within our school, the status of such records and when these records should be passed over to other agencies.

Any member of staff receiving a disclosure of abuse or noticing signs or indicators of abuse, must make an accurate record as soon as possible noting what was said or seen, putting the event in context, and giving the date, time and location. All records will be dated and signed and will include the action taken. These file notes are kept in confidential files, which are separate to other files, and stored in a secure place with the Designated Child Protection Coordinator. In the same way notes must be kept of any pupil who is being monitored for child protection reasons.

If a pupil transfers from the school, these files will be copied for the new establishment and forwarded to the pupil's new school marked confidential and for the attention of the receiving school's Designated Child Protection Coordinator.

ATTENDANCE AT CHILD PROTECTION CONFERENCES & CORE GROUPS

It is the responsibility of the Designated Child Protection Coordinator to ensure that the school is represented or a report is submitted to any child protection conference called for children on their school roll or previously known to them. Whoever attends should be fully briefed on any issues or concerns the school has and be prepared to make decisions on registration at the end of the conference.

When a child is subject to a child protection plan and is, therefore, a child with a plan, it is the Designated Child Protection Coordinator's responsibility to ensure that the child is monitored regarding their school attendance, welfare and presentation. If the school are part of the core group then the Child Protection Coordinator should ensure that the school is represented at these meetings; that there is a record of attendance and issues discussed. All concerns about the child protection plan and / or the child's welfare should be discussed and recorded at the core group meeting unless the child is at further risk of significant harm. In this case the Child Protection Coordinator must inform the child's key worker **immediately** and then record that they have done so and the actions agreed. (*Refer to the SET procedures chapters 7 for conferences and chapter 8 for child protection plans*)

SUPPORTING PUPILS AT RISK

The school recognises that children who are abused or who witness violence may find it difficult to develop a sense of self-worth or view the world as a positive place.

The school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, whilst at school their behaviour may still be challenging and defiant or they may be withdrawn.

This school will endeavour to support pupils through:

- a) The curriculum to encourage self-esteem and self-motivation.
- b) 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.
- c) The implementation of the school's behaviour management policies.
- d) A consistent approach agreed by all staff which will endeavour to ensure the pupil knows that some behaviour is unacceptable but s/he is valued.
- e) Regular liaison with other professionals and agencies who support the pupils and their families.
- f) A commitment to develop productive, supportive relationships with parents, whenever it is in the child's best interest to do so.

- g) The development and support of a responsive and knowledgeable staff group, trained to respond appropriately in child protection situations.
- h) Recognition that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse so staff who work in any capacity with children with profound and multiple disabilities, sensory impairment and / or emotional and behavioural problems will need to be particularly sensitive to signs of abuse.
- i) Recognition that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support or protection.

This policy should be considered alongside other related policies in school. These are the policy for the teaching of Civics, the policy for the management of pupils' behaviour (including DfE guidance on physical intervention and our policy on bullying) and our health and safety policy.

SAFE SCHOOL, SAFE STAFF

It is essential that the high standards of concern and professional responsibility adopted with regard to alleged child abuse by parents are similarly displayed when members of staff are accused of abuse.

Only authorised agencies may investigate child abuse allegations (Social Care Services, the Police or in some areas, the NSPCC). Whilst it is permissible to ask the child(ren) simple, non-leading questions to ascertain the facts of the allegation, formal interviews and the taking of statements is not.

The procedure to be followed in the event of an allegation being made against a member of staff is set out within these procedures.

The Headteacher or another Senior Manager should in the first instance contact the Education Safeguarding Service (Tel: 01245 436744). Through discussion and consultation, a decision will be made whether to make a referral to Essex Social Care Services. Where the allegation is against the Headteacher, the Chair of Governors will take this action.

If for any reason it is decided that a referral to Essex Social Care Services is not appropriate, it will be necessary to address matters in accordance with the school's disciplinary procedures in liaison with the school's HR Advisor.

USE OF THE SCHOOL PREMISES BY OTHER ORGANISATIONS

Where services or activities are provided separately by another body, using the school premises, the Governing Body will seek assurance that the body concerned has appropriate policies and procedures in place in regard to safeguarding children and child protection.

WHISTLEBLOWING

We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.

All staff should be aware of their duty to raise concerns about the attitude or actions of colleagues. All staff need to follow the Whistleblowing Policy in this respect.

POLICY REVIEW

- a) The Governing Body is responsible for ensuring the annual review of the policy and procedures.
- b) Ensuring that the list of key contacts on the cover sheet is kept up to date.

Kev Camy
April 2017

