

## Heaton Park Primary School



### **Enjoy, Aim High, Achieve!** **Child Protection and Safeguarding Policy**

#### **Rationale**

The health, safety and well-being of all our children are of paramount importance to all the adults who work in our school. Our children have the right to protection, regardless of age, gender, race, culture or disability. In our school we respect our children. The atmosphere within our school is one that encourages all children to enjoy, aim high and achieve. We provide opportunities that enable our children to take and make decisions for themselves. We work to create a culture of security to enable them to feel valued, listened to and to know that their wishes and feelings are respected.

We recognise that abuse and neglect can result in underachievement. We strive to ensure that all our children make good educational progress.

Teaching personal, social and health education and citizenship, as part of the National Curriculum helps to develop appropriate attitudes in our children, and makes them aware of the impact of their decisions on others. We also teach them how to recognise different risks in different situations, and how to behave in response to them.

The school makes clear that this policy applies to all staff, governors, volunteers and contractors working within the school. All policies are subject to ongoing evaluation and full annual reviews.

This policy has been developed to ensure the school fulfils the principles, requirements and any statutory duties established by:

- Education Act 2002
- Children Act 2004
- Safeguarding Children and Safer Recruitment in Education 2011
- Working together to safeguard children 2018
- Keeping Children Safe in Education 2019
- The Prevent Duty Advice June 2015
- The school will also follow the procedures set out by Bury Safeguarding Children Board (BSCB).

Links to these documents are available on our website

All policies are explained to parents as part of the enrolment procedure and are available for inspection and reference at all times. A copy of this Child Protection and Safeguarding Policy is on the school's website.

### **Intended Outcomes:**

#### **Raising Awareness of Child Protection Issues**

The school is committed to raising awareness of child protection and to equipping children with the skills needed to keep them safe. It aims to do this by:

- Ensuring staff have access to appropriate training and resources.
- Including opportunities in the PSHE curriculum that will help children to develop skills they need to recognise and stay safe from abuse. As well as developing pupils' ability to understand, express and cope with emotions.
- Teaching children about E Safety.

#### **Recognising Child Abuse**

Child abuse manifests itself in a variety of ways, some overt and some less obvious. All members of staff are committed to maintaining a vigilant approach to identify potential cases. Safeguarding is not just about protecting children from deliberate harm. For our school it includes such things as pupil safety, bullying, racist abuse and harassment, educational visits, intimate care, children missing education and internet safety.

For the purpose of this policy abuse is defined under 4 categories:

- **Physical Abuse** – this can involve hitting, shaking, throwing, poisoning, kicking, scalding, burning, drowning and suffocating. It can also occur when a parent or carer deliberately causes the ill health of a child to see attention through fabricated or induced illness.
- **Emotional Abuse** – this is where a child's need for love, security, recognition and praise is not met. A parent, carer or authority figure is considered emotionally abusive when they are consistently hostile, rejecting or undermining towards a child or other family members.
- **Sexual Abuse** – this involves forcing a child or young person to take part in sexual activities whether or not the child is aware of what is happening. This may include physical contact both penetrative and non-penetrative or viewing pornographic material including the use of the internet.
- **Neglect** – this is the persistent failure to meet a child's basic physical and/or psychological needs which can significantly harm their health and development.

More detailed information is provided in BSCB "Recognition and Referral Handbook" 2014

- All members of staff are aware of the signs and symptoms of abuse.
- All members of staff are aware that a child may display a range of symptoms and that these may have other causes.
- All members of staff will maintain an objective and non-judgemental approach when considering symptoms but will remember that their first priority is the protection of the child.

- Unless the initial concerns are related to sexual abuse or fabricated illness they will always be discussed with parents / carers and their explanations / comments will be noted.

Further information can be found in the DfE document *What to do if you're worried a child is being abused? 2015*.

### **Implementation**

- All staff, governors and regular volunteers are given a copy of this Child Protection and Safeguarding Policy and the implications for their role are fully explained.
- All members of staff are made aware of the main forms of abuse and their symptoms, as outlined in "Recognition and Referral Handbook" (BSCB)
- All members of staff are made aware of their responsibilities in relation to the disclosure or discovery of child abuse and the school's procedures for dealing with such incidents.
- All staff members of staff are made aware of Bury (BSCB) procedures and where to locate them.
- The Head Teacher is responsible for ensuring that appropriate ongoing training is provided to ensure that staff maintain knowledge of child protection issues and are aware of any new developments.
- The Head Teacher is responsible for the provision of appropriate levels of management and supervision to ensure all staff can fulfil their responsibilities with regard to child protection and are supported in doing so.

### **Staff Roles and Responsibilities**

We understand that the school should provide a stable and secure element in the lives of all children and that all staff have a role to fulfil in relation to safeguarding children. We recognise that, because of the day to day contact with children, staff are well placed to observe children and spot potential indicators of abuse.

- The Head Teacher, Mr Lord is the designated safeguard lead for Child Protection and Safeguarding within the school. Mrs Kirkwood (Assistant Head), Mr Ridley (Assistant Head) and Mrs Heyes are trained safeguard leads and act as deputies in the absence of the designated safeguard lead.
- Miss Cooper is the LAC co-ordinator, with DSL training.
- Mrs Read is our Pastoral Lead and Well-Being Manager, with DSL training.
- The nominated governor responsible for Child Protection is Mrs Helen McKee
- All members of staff understand their responsibility to be alert to the signs and symptoms of abuse and their responsibility for the immediate referral of any concerns to the designated senior person responsible for child protection.
- All members of staff will establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to.
- All members of staff will implement the school's Health and Safety policies in order to maintain a safe and secure setting.
- All members of staff will ensure that children know that there are adults in the school whom they can approach if they are distressed or worried.

- All members of staff will promote anti-discriminatory and anti-oppressive practice in line with school policy by providing positive role models, promoting diversity and by acknowledging and respecting the individual needs of the child.
- All members of staff will be made aware of the school's whistle blowing policy and are encouraged to raise any concerns relating to practice in school in line with the policy.

### **Staff Training**

All staff in school will attend training at least every three years. The designated Safeguarding leads will undertake training every two years in order to fulfil their role. All staff will undertake Prevent Awareness training. The designated safeguarding lead will be able to provide advice and support to members of staff on protecting children from the risk of radicalisation.

### **Raising Awareness of Child Protection Issues**

The school is committed to raising awareness of child protection and to equipping children with the skills needed to keep them safe. It aims to do this by:

- Ensuring staff have access to appropriate training and resources.
- Including opportunities in the curriculum that will help children to develop skills they need to recognise and stay safe from abuse.
- Teaching children about E Safety.
- Providing opportunities for outside agencies to work alongside our children eg. NSPCC
- Ensuring that children know what to do if they have worries or concerns
- Providing children the opportunity to share their worries or concerns

### **Safe Caring**

All members of staff are made aware of the school's safeguarding procedures and are committed to working in accordance to the principles of safe caring. Further guidance is set out in *Safer Working Guidance DfE 2014* and *Keeping Children Safe Document 2020*.

- Every effort will be made to avoid or minimise the time when members of staff are left alone with a child. If it is necessary for a member of staff to be alone with a child then the door of the room should be kept open and another member of staff should be informed.
- If a child makes inappropriate physical or verbal contact with a member of staff or another child the incident must be reported to a senior designated lead and must be recorded on CPOMS.
- Members of staff will never carry out a personal task for a child that they can do for themselves. If such contact is essential, a member of staff will assist the child as required but will always be accompanied by another member of staff whilst doing so.
- Unless a child has a specific need staff should not accompany children into the toilet.
- All members of staff will be mindful of how they approach children both physically and verbally. All contact should be appropriate to the child's age and emotional understanding and unnecessary or potentially inappropriate contact will be avoided.

- Members of staff are aware that their actions, however well intentioned, may be misconstrued and therefore they must ensure that they consider, and are aware of, the implications of their actions at all times.

### **Use of photographic / video equipment**

- To comply with the Data Protection Act 1998, consent to take and use images of children should be obtained from the parent / carer prior to the taking of photographs and/or video footage.
- Parents / carers should be made aware of when, where and how the images may be used to give their consent.
- For further information, please refer to the BSCB/GMSP Photography Guidance.

### **Dealing with Suspected Abuse / Allegations of Abuse**

The school is committed to fulfilling its responsibilities by treating any suspected or alleged abuse seriously, objectively and sensitively. Any suspicion or disclosure of abuse must be reported to a designated safeguard lead immediately to ensure that initial inquiries and records comply with (BSCB) procedures.

- All members of staff must report any concerns to a designated safeguard lead.
- Initial concerns should be discussed with parents / carers by one of the designated leaders, unless they are related to sexual abuse or fabricated illness.
- Full records of all reported incidents will be produced and maintained, even where there is no need to refer the matter immediately.
- Information is kept on CPOMS or in a locked cupboard.
- All members of staff will demonstrate great care in distinguishing between fact and opinion when recording suspected incidents.
- The DSL's will ensure that all records are kept securely, separate from the main children's records.
- All members of staff will ensure that all suspicions and allegations are treated sensitively and confidentially.
- Any child involved in alleged incidents will be comforted and reassured.

In incidents where a child makes an allegation or a disclosure the member of staff concerned **will**:

- Remain calm.
- Listen carefully to all the child has to say.
- Ensure the child is safe, comfortable and not left alone.
- Reassure the child that they are not to blame.
- Ask open questions that will encourage the child to speak in their own words.
- Make any observable judgement
- Not ask leading questions that put words into the child's mouth.
- Not make promises that cannot be kept e.g. promising not to tell anybody else

### **Dealing With Allegations against Staff**

Any allegation made against any member of school staff will be fully investigated.

- If an allegation is made against a member of staff the Head Teacher / Assistant Head Teachers will immediately follow BCSB guidelines and those set out in the Whistle Blowing policy.
- If the allegation is against the Head Teacher, the Chair of Governors will be notified and she will follow the above procedures.
- The Local Authority Designated Officer (Mark Gay) will be contacted for further advice as required.

### **Referring Allegations to Child Protection Agencies**

If the DSL has reasonable grounds to believe that a child has been, or is in grave danger of being, subject to abuse, the following procedure will be implemented, in line with (BSCB) procedures:

- Contact will be made, at the earliest opportunity, with the local social services department.
- The DSL will communicate as much information about the allegation and related incidents as is consistent with advice from the social services and the police.
- At all times the safety, protection and interests of the children concerned will take precedence. The school will work with and support parents / carers as far as they are legally able.
- All members of staff will assist the social services and the police, as far as they are able, during any investigation of abuse. This will include disclosing written and verbal information and evidence and may require attendance at case conferences.

### **Supporting Victims / Witnesses of Abuse**

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self-worth. They may feel helpless, humiliated and guilty. At school their behaviour may be challenging and defiant or they may be withdrawn. We understand that school may be the only predictable element in the lives of children at risk and as such, the school will endeavour to support the pupil, in accordance with any agreed child protection plan, through:

- The content of the curriculum
- The school mission statement which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The school Behaviour Policy which is aimed at supporting vulnerable pupils. The school will ensure that the pupil knows that some behaviour is unacceptable but they are valued and not blamed for any abuse which has occurred.
- Establishing effective relationships, and liaison with other agencies that support the pupil such as social services, child and adult mental health service, education welfare service and educational psychology service.
- Notifying social services if there is an unexplained absence of any pupil who is on the child protection register.

- Ensuring that, where a pupil on the child protection register leaves, their information is transferred to their new school immediately and that the child's social worker is informed.
- Recognising that children come from multi-cultural backgrounds and developing policies that ensure we embrace:
  - Diversity in religion and faith
  - Diversity of race
  - Diversity of ethnicity
  - Diversity of gender and sexual orientation
  - The disability equality duty

This policy is to be used in conjunction with the Bury Safeguarding Procedures for Schools (2014) which outlines procedures and meetings for TAF, CIN (Children in Need) and Child Protection.

### **Additional Information and Guidance**

The following Safeguarding issues are all considered to be Child Protection issues and should be referred immediately to the most relevant agency.

Some members of our communities hold beliefs that may be common within particular cultures but which are against the laws of England. Heaton Park Primary School does not condone practices that are illegal and which are harmful to children. Examples of particular practices are:

#### **Forced Marriage**

Heaton Park Primary School does not support the idea of forcing someone to marry without their consent.

#### **Underage marriage**

In England, a young person cannot legally marry until they are 16 years old (without the consent of their parents or carers) nor have sexual relationships.

#### **Female Genital Mutilation (FGM)**

This is against the law yet for some communities it is considered a religious act and cultural requirement. It is illegal for someone to arrange for a child to go abroad with the intention of having her circumcised. If any of the above areas of concern is brought to the attention of Heaton Park Primary School, we will report these concerns to the appropriate agency in order to prevent this form of abuse taking place.

#### **Ritualistic Abuse**

Some faiths believe that spirits and demons can possess people (including children). What should never be considered is the use of any physical or psychological violence to get rid of the possessing spirit. This is abusive and will result in the criminal conviction of those using this form of abuse even if the intention is to help the child.

### **Children Missing Education**

Children are best protected by regularly attending school where they will be safe from harm and where there are professionals to monitor their well-being. At Heaton Park Primary School we will encourage the full attendance of all of our children at school. Where we have concerns that a child is missing education, the school will follow the local authority procedure for this.

### **Safeguarding Disabled Children**

Disabled children have exactly the same human rights to be safe from abuse and neglect, to be protected from harm and achieve the Every Child Matters outcomes as non-disabled children.

Disabled children do however, require additional action. This is because they experience greater risks and ‘*created vulnerability*’ as a result of negative attitudes about disabled children and unequal access to services and resources, and because they may have additional needs relating to physical, sensory, cognitive and/or communication impairment (*Safeguarding Children, DCSF, July 2009*).

Heaton Park Primary will ensure that our disabled children are listened to and responded to appropriately where they have concerns regarding abuse. In order to do this we will ensure that our staff and volunteers receive the relevant training to raise awareness and have access to specialist staff in the event they have concerns regarding abuse of a child.

### **Honour Based Violence**

Honour based violence ‘is a crime or incident, which has or may have been committed to protect or defend the honour of the family and/or community’. It is important to be alert for signs of distress and indications such as self-harm, absence from school and truancy, infections resulting from female genital mutilation, isolation from peers, being monitored by family, not participating in school activities, unreasonable restrictions at home. Where it is suspected that a child/young person is at risk from Honour based violence Heaton Park Primary School will report these concerns to the appropriate agency in order to prevent this form of abuse taking place.

### **Trafficked Children**

Child trafficking involves moving children across or within national or international borders for the purposes of exploitation. Exploitation includes children being used for sex work, domestic work, restaurant/sweatshop, drug dealing, shoplifting and benefit fraud. Where Heaton Park Primary School is made aware of a child is suspected of or actually being trafficked/exploited we will report our concerns to the appropriate agency.

### **Youth Produced Sexual Imagery or “Sexting”**

Heaton Park Primary ensure that all members of the community are made aware of the potential social, psychological and criminal consequences of sharing, possessing and creating youth produced

sexual imagery (known as “sexting”). The school will implement preventative approaches via a range of age and ability appropriate educational approaches for pupils, staff and parents/carers.

Heaton Park Primary views “sexting” as a safeguarding issue and all concerns will be reported to and dealt with by the Designated Safeguarding Leads. The school will follow the guidance as set out in the non-statutory UKCCIS advice ‘Sexting in schools and colleges: responding to incidents and safeguarding young people’

The school will not view any images suspected of being youth produced sexual imagery unless there is no other possible option or there is a clear need or reason to do so (in these cases the image will only be viewed by the Designated Safeguarding Leads). The school will not send, share or save content suspected to be an indecent image of children and will not allow or request children to do so.

If an indecent image has been taken or shared on the school network or devices then the school will take action to block access to all users and isolate the image. The school will take action regarding creating youth produced sexual imagery, regardless of the use of school equipment or personal equipment, both on and off the premises. The school will ensure that all members of the community are aware of sources of support regarding youth produced sexual imagery.

### **Upskirting**

Upskirting is a criminal offence. It involves taking a picture under a person’s clothing without them knowing, with the intention of viewing their genitals or buttocks to obtain sexual gratification or cause the victim humiliation, distress or alarm. Where Heaton Park Primary is made aware of any incidents of upskirting we will report our concerns to the appropriate agency.

### **Serious Violence**

Staff are aware of the indicators which may signal that children are at risk from, or are involved with serious violent crime. Any child thought to be at risk from or involved with serious violence will be reported to the appropriate agency.

### **Children Who Abuse Other Children (Peer on Peer)**

At Heaton Park Primary we recognise that children are capable of abusing their peers. As a school we work to minimise the risk of peer on peer abuse and will investigate and deal with any allegations robustly. Where needed risk assessments will be carried out and strategies put in place to protect the child who has suffered abuse and to offer them support. Concerns raised will be treated seriously and followed up in a timely and sensitive fashion.

If one child or young person causes harm to another, this should not necessarily be dealt with as abuse: bullying, fighting and harassment between children are not generally seen as child protection issues. However, any concern must be referred to the Designated safeguarding lead, particularly if:

- There is a large difference in power (for example age, size, ability, development) between the young people concerned; or
- The perpetrator has repeatedly tried to harm one or more other children; or
- There are concerns about the intention of the alleged perpetrator.

If the evidence suggests that there was an intention to cause severe harm to the victim, this should be regarded as abusive whether or not severe harm was actually caused.

It is important to be conscious that any child who is engaging in abusive behaviour towards others may have been subject to abuse from other children or from adults. Abusive behaviour can be displayed in a variety of ways and can consist of sexual abuse / activity; physical harm; emotional abuse and / or verbal abuse.

Children who abuse others should be held responsible for their abusive behaviour, whilst being identified and responded to in a way which meets their needs as well as protecting others.

In such incidences, the school will follow guidance issued in relation to children who abuse others and make referrals to social care, Healthy young minds and / or police as appropriate.

### **Domestic Abuse**

The Government defines domestic abuse as **“Any incident of threatening behaviour, violence or abuse (psychological, physical, sexual, financial or emotional) between adults who are or have been intimate partners or family members regardless of gender or sexuality.”**

Staff need to understand what is required of them if children are members of the household where domestic abuse is known or suspected to be taking place. Our policy includes action to be taken regarding referrals to the Police and Children and Young People’s Services and any action to be taken where a member of staff is the alleged perpetrator or victim of domestic abuse. We will follow our safeguarding policy and report any suspected concerns regarding Domestic Abuse to the relevant agency.

### **Private Fostering**

Private fostering is an arrangement made between the parent and the private foster carer, who then becomes responsible for caring for the child in such a way as to safeguard and promote his/her welfare.

A privately fostered child means a child under the age of 16 (18 if a disabled child) who is cared for and provided with accommodation by someone other than:

- A parent
- A person who is not a parent but has parental responsibility
- A close relative
- A Local Authority

for more than 28 days and where the care is intended to continue. It is a statutory duty for us to inform the Local Authority where we are made aware of a child or young person who may be subject to private fostering arrangements.

### **Young Carers**

Young Carers are children and young people under 18 who help to look after a family member who is disabled, physically or mentally ill or who has a substance misuse problem. Young carers regularly carry out significant or substantial caring tasks and assume a level of responsibility which is inappropriate for their age. Young Carers are not easy to spot and many actively try to conceal their caring role from staff and peers for fear of bullying or outside interference in their families.

If a child is identified as a 'young carer', the child and family worker (Mrs Read) will support the child and liaise with the parents. We will endeavor to enlist support for the family through other agencies and refer the child to Bury Young Carers group.

### **Child Exploitation and E-Safety**

Children and young people can be exploited and suffer bullying through their use of modern technology such as the internet, mobile phones and social networking sites. In order to minimise the risks to our children and young people at Heaton Park Primary School we will ensure we have in place appropriate measures such as security filtering, and an acceptable use policy linked to our E Safety Policy.

We will ensure that all members of staff are aware of how not to compromise their position of trust in or outside of the school and are aware of the dangers associated with social networking sites.

Our E Safety Policy will clearly state that mobile phone or electronic communications with a pupil at our school is not acceptable other than for approved school business e.g. coursework, mentoring.

Where it is suspected that a child is at risk from internet abuse or cyber bullying we will report our concerns to the appropriate agency.

### **Anti-Radicalisation and Extremism (The Prevent Duty)**

At Heaton Park Primary School we recognise our duty to have "due regard to the need to prevent people from being drawn into terrorism". This is our duty under Section 26 of the Counter-Terrorism and Security Act 2015 and the statutory guidance in The Prevent Duty DfE document June 2015.

*Radicalisation* – refers to process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups.

*Extremism* – is defined by HM Government as 'vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs; and/or calls for the death of members of our armed forces, whether in this country or overseas'.

In this school we recognise that safeguarding against radicalisation and extremism is no different from safeguarding against any other vulnerability.

Our curriculum promotes respect, tolerance and diversity. Children are encouraged to share their views and to understand that they are entitled to have their own different beliefs which should not be used to influence others.

Citizenship helps to provide pupils with the knowledge, skills and understanding to prepare them to play a full and active part in society. Pupils learn about democracy, government and how laws are made and upheld. Pupils are also taught about the diverse national, regional, religious and ethnic identities in the United Kingdom and the need for mutual respect and understanding.

We recognise that children with low aspirations are more vulnerable to radicalisation and therefore we strive to equip our pupils with confidence, self-belief, respect and tolerance as well as setting high standards and expectations for themselves.

Children are taught about how to stay safe when using the internet and are encouraged to recognise that people are not always who they say they are online. They are taught to seek adult help if they are upset or concerned about anything they read or see on the internet.

### **Mental Health**

Mental health is explicitly included in the **definition of safeguarding**, which now includes "*preventing impairment of children's mental and physical health or development*"

All staff should be aware that mental health problems can, in some cases, be an indicator that a child has suffered or is at risk of suffering abuse, neglect or exploitation.

Only trained professionals should make a diagnosis of a mental health problem, but staff are well placed to observe children and identify those whose behaviour suggests they may be experiencing a mental health problem, or be at risk of developing one.

Abuse, neglect and other traumatic adverse childhood experiences can have a lasting impact, and it's key that staff are aware of how these experiences can affect children's mental health, behaviour and education.

If staff have a mental health concern about a child that is also a safeguarding concern, immediate action should be taken, following our child protection policy and speaking to one of the designated safeguarding leads.

### **Staff Training**

The designated Safeguard leads will undertake Prevent Awareness training and will be able to provide advice and support to members of staff on protecting children from the risk of radicalization. The DSL's understand when it is appropriate to make a referral to the Channel programme.

### **Monitoring and Review**

This policy will be monitored regularly by the head teacher and staff.

- On an annual basis

- Whenever there are changes to the policy

### **Other Policies**

This policy has clear links to other policies in our school, in particular any policies concerned with the protection of all children from various kinds of harm. These policies are listed below:

- Staff code of conduct, including acceptable use of technologies and social media
- Whistleblowing
- Anti-bullying
- E-Safety
- Behaviour
- Equalities and diversity
- Health and safety
- Safer recruitment

*The above list is not exhaustive and as new policy guidance and legislation develops within the remit of Safeguarding we will review and update our policies and procedures as appropriate and in line with the Bury Safeguarding Children Board and Local Authority.*

### **Revised and adopted by the Governing Body**

**Signed:**

**Name and position:**

**Chair of Governors**

**Date:**

**To be reviewed: January 2022**

**Policy to be reviewed annually**