**Safeguarding at School**

**Designated Child Protection Officers (School):**

**Lead:**

**Deputy:**

**Lead governor:**

**Local Authority Designated Officers:**

**Lead:**  Phone:

**Schools do not operate in isolation.** The welfare of children is the responsibility of the entire local authority, working in partnership with other public agencies, the voluntary sector and service users and carers. All local authorities have a particular responsibility towards children and families most at risk of social exclusion (Working Together to Safeguard Children, 2019).

Child protection is the responsibility of **all adults**, especially those working with children. The development of appropriate procedures and the monitoring of good practice are the responsibilities of the Local Safeguarding Children Boards (LSCB).

**All adults must aim :**

* to promote and safeguard the welfare, health and safety of every pupil at our schools
* to promote the principles amongst all adults working at our schools that underpin our duty of care
* to foster and open, honest, caring and supportive environment for all
* to raise the awareness of the need to safeguard pupils and to identify responsibilities in reporting concerns relating to pupils' safety and welfare
* to train all teaching and non-teaching staff in aspects of safeguarding relevant to their roles
* to discharge our responsibilities under the Education Act 2002 relating to the protection and support of pupils
* to ensure the governing body discharges its statutory duties in relation to the protection of pupils

**Child protection procedure checklist**

**Visitors:**

Report to a member of staff if:

* a pupil discloses abuse
* you suspect a pupil may be at risk of, or is being abused
* a third party expresses concern
* a member of staff witnesses an abusive situation involving a third party

**Staff will then:**

* **RECEIVE** listen calmly without interrupting
* **RESPOND** ask open (non-leading) questions for clarification purposes only;
* **REASSURE** explain what you will do next (do not promise to keep a secret)
* **RECORD** complete **Cause for Concern Form**
* **REPORT** refer to Designated Child Protection Officer (or Deputy) immediately

**Confidentiality**

* you have a professional responsibility to share information with other agencies in order to safeguard children
* you cannot promise a pupil they will keep information confidential which might compromise the pupil's safety or welfare, or which might implicate others in serious misconduct
* the Designated Child Protection Officer will disclose any information about a pupil to other members of staff on a need-to-know basis only
* the schools will always undertake to share our intention to refer a pupil to Children's Services with their parent(s)/carers unless to do so would place the pupil at greater risk of harm, or impede a criminal investigation. If in doubt, advice on this issue will be sought from the Duty Social Worker.

**If in doubt…..SHOUT!!!  
If you would like to read the full version of our Safeguarding Policy, please ask at reception.**