



Safeguarding and Child Protection Policy

Rationale:

At Livingstone Primary School we recognise:

- Our statutory duty under section 175 of the Education act 2002 to ensure that arrangements are in place for safeguarding and promoting the welfare of children.
- **Statutory Framework**

In order to safeguard and promote the welfare of children, we will act in accordance with the following legislation and statutory guidance:

- *The Children Act 1989 & 2004*
http://www.nspcc.org.uk/Inform/policyandpublicaffairs/uk-legislation_wda100749.html
- *The Education Act 2002 (section 175)*
<http://www.legislation.gov.uk/ukpga/2011/21/contents/enacted>
- *The Education (Pupil Information) (England) Regulations 2005*
<http://www.legislation.gov.uk/uksi/2005/1437/regulation/6/made>
- *Dealing with Allegations of Abuse Against Teachers and Other Staff (DfE, 2011)* <https://www.gov.uk/government/publications/dealing-with-allegations-of-abuse>
- *Working Together to Safeguard Children (DfE, 2015)*
<https://www.gov.uk/government/publications/working-together-to-safeguard-children>
- Procedures set out by the Bedford Borough Safeguarding Children Board (BBSCB) <http://bedfordscb.proceduresonline.com/index.htm>
- *What to do if you are worried a child is being abused (DfE, 2015)*
- *Keeping Children Safe in Education (DfE, 2015)*, which is available at <https://www.gov.uk/government/publications/keeping-children-safe-in-education>
- *The Prevent Duty (DfE, June 2015)*

We fully acknowledge our responsibilities for child protection and recognise that through our day to day contact with children, school staff are well placed to identify signs of risk and harm.

We recognise that for children high self esteem, confidence, risk awareness and good lines of communication help to reduce risks.

We recognise that for some children school may be the only stable, secure and

consistent environment in their lives.

We will make all parents/carers aware of the role and responsibilities of the school with regard to safeguarding and promoting welfare and of the existence of this and other related policies (listed later) through our school website.

Aim

We aim to provide a safe, secure, inclusive and consistent environment for all children regardless of age, race, religion/belief, disability, gender, one in which they feel safe, supported, valued, respected and listened to. We will do this by:

- Establishing an environment in which children are and feel safe and can learn, develop and have a voice.
- Adopting safe recruitment practices to check the suitability of both staff and regular volunteers and visitors to the school. We will also ensure that procedures are in place to prevent the unsupervised access to children of adults who have not undergone such a checking process.
- Raising the awareness of children and equipping them with the skills and knowledge needed to keep safe.
- Having in place procedures for the identification and reporting of cases where harm or risk of harm to a child is suspected and ensuring that all staff are aware of such procedures.
- Supporting children who have suffered abuse or neglect or who are otherwise vulnerable (e.g. children living away from home), where appropriate, in accordance with their agreed child protection/care plan.
- Having measures in place to facilitate and promote the safe use of technology (in line with the local authority guidance on e-safeguarding).
- Monitoring and reviewing our safeguarding and child protection practices and procedures regularly.

Roles and responsibilities

We recognise that all staff, regardless of their role have a duty to safeguard children and promote their welfare. Our policy applies to the whole school community: all teaching and non-teaching staff, governors, volunteers and visitors working in the school. The Governors and the designated safeguarding officer will have particular responsibility for safeguarding and child protection within the school.

The designated safeguarding officer in this school is:

Ruth Lavender Assistant Headteacher, SendCo

In her absence/to assist:

Linda Crombie Headteacher
Richard Knowles Deputy Headteacher

As a School we will:

Establish an environment in which children are and feel safe and can learn, develop and have a voice by:

- Providing a Designated Safeguarding officer who is all known to parents/carers and children.
- Providing quality first teaching knowing the children in our care really well and catering for their individual needs.
- Providing Young Leaders as playground buddies.

- Having an active and effective School Council and Sports Council.
- Ensuring that our buildings and site are secure and visitors to the school are properly checked and supervised.
- Ensuring that we have up to date policies in place for health and safety, PSHE (including Sex and Relationships Education), Behaviour (including Bullying, Racist and other discriminatory incidents and Physical Intervention) and Attendance, Race Equality, Bullying including internet/mobile, Intimate/personal care, Physical intervention, Whistle blowing, E safety in relation to the use of technology (including mobile phones and photographic equipment).
- Ensuring that these policies and procedures are fully understood and adhered to by all staff.
- Ensuring that all staff are risk aware and carry out risk assessments as appropriate to their individual role and responsibilities.
- Ensuring that all staff, governors and regular visitors and volunteers have been made aware of the DFE Guidance for safer working practice for adults who work with children and young people (March 2013) document.
- Ensuring that all staff have been made aware of 'Prevent' training and are able to recognise vulnerable children who may be at risk of radicalisation.
- Following the LSCBs procedures (Managing allegations and concerns regarding staff, carers and volunteers working with children and young people 2011) for dealing with allegations and concerns about staff (paid or unpaid, temporary or permanent). Where such an allegation or concern arises, the Head Teacher should be notified. She will notify the Local Authority Designated Officer (LADO). Where such an allegation is made against the Head Teacher, the matter will be referred to the chair of Governors who will likewise notify the LADO.
- Having a Safer recruitment policy and making sure all staff are aware of it. In line with the guidance "Safer Recruitment", the Head Teacher, Deputy Headteacher, Assistant Headteacher and Chair of Governors have completed Safer Recruitment training.
- All staff including volunteers who have access to children in our school have been carefully selected and screened and all have had an enhanced Disclosure and Barring Service (DBS) checks prior to commencing work. All details of all appointments/checks are held in a central record in the school office.
- Including opportunities through the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse.
- Ensure all children are aware of the adults in the school they can approach if they are worried.
- Displaying appropriate safeguarding materials and information for both parents/carers and children.

Procedures for the identification and reporting of cases where harm or risk of harm to a child is suspected

Our designated safeguarding officer is fully trained and receives updated training every two years. Currently all staff are responsible for recording any concerns by completing by hand our school Record of concern form, (which is located in the staff room) and handing it in person to the designated safeguarding officer. This will be superseded by the secure electronic Child Protection Online Monitoring System (CPOMS) Staff will submit concerns via the system. They will then be followed up and dealt with appropriately by the designated safeguarding officer in conjunction with the

reporting member of staff, who will ensure these confidential records are kept securely. It is the responsibility of the designated officer to have discussions with Social Care when concerns arise regarding the safety of a pupil in this school. All such pupils are closely monitored, including attendance, and where extra concerns arise these are passed on to the appropriate agencies. Advice and support are offered to other members of staff dealing with a pupil for whom there are concerns. Through training, all staff (teaching and non-teaching) will be made aware of all their responsibilities concerning safeguarding and child protection. They will be able to recognise the signs of abuse and understand their responsibilities when a child may be at risk of harm. Training of all staff (except the designated person) will be updated every three years. The school will ensure that it provides written referrals on the correct form (Early Help-EHAR) and recognises the importance of attendance at all meetings called when there is a concern regarding the safeguarding of a pupil.

All children who are deemed children in need or looked after children will have their own file and a chronology sheet regularly updated. The designated safeguarding officer will attend all relevant meetings.

Designated Governor

Our school designated safeguarding governor Dr Isabelle Brodie, will act as the link person between the governing body and the designated officer. The governor will review safeguarding procedures/practices including access to training through meetings with the safeguarding officer. The governors will ensure that sufficient time is given to carry out the duties including accessing training. Where safeguarding concerns arise regarding a member of staff, the governor will liaise with the Governors.

Children with Education Health and Care Plans or with Special Educational Needs

We recognise that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse. All staff that support these pupils will be extra aware of the need for vigilance for signs of abuse.

Parents

Livingstone Primary School believes in working closely with parents and in most cases where we have a concern about a pupil, the parents will be informed. In our school prospectus we have set out our obligations regarding potential harm to pupils so parents can have an understanding of the responsibility placed on our school.

Policies

This policy should link to other school's policies on:

PSHE (including Sex and Relationships Education)

Health and Safety

Behaviour (including Physical Intervention) and Attendance

Race Equality

Bullying including internet/mobile

Confidentiality

Intimate/personal care

Physical intervention

Whistle blowing
E safety

Sources of Reference:

Online procedure manual

<http://bedfordscb.proceduresonline.com/index.htm>

Working Together to Safeguard Children (2013)

<http://www.workingtogetheronline.co.uk/>

Child in need procedures manual (2008)

<http://www.bedfordshirelscb.org.uk/publication.php>

DCSF Guidance for safer working practice for adults who work with children and young people (2009) <http://www.childrenengland.org.uk/upload/Guidance%20.pdf>
ESafeguarding:

Creating Working Procedures in schools(2009)

<http://www.northerngrig.org/nen/esg> ?

Safeguarding Children and Safer Recruitment in Education

[http://www.education.gov.uk/aboutdfe/statutory/g00213145/safeguarding-](http://www.education.gov.uk/aboutdfe/statutory/g00213145/safeguarding-childrensafer-)
childrensafer-

recruitment What to do if you're worried a child is being abused (2006)

<http://education.gov.uk/publications/standard/publicationDetail/page1/DFES-04320-2006>

Manuals kept in school and adopted

Bedfordshire's Safer Working Practice for the protection of children and staff in education settings. June 2009

LSCB Working together to safeguard children March 2013

DCSF Guidance for safer working practice for adults who work with children and young people (2009)

Bedford Borough Early Help Strategy

2016

Review 2018