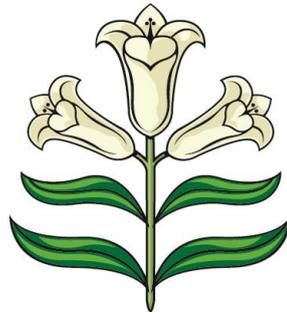


St. Anne's P.S.

Child Protection Policy & Procedures



Draft: May 2012 (consultation with parents via website & letter)

Ratified by Board of Governors: 14 January 2013

Revised: February 4, 2015 (following consultation with staff and Governors)

_____ Chair of Governors

Revised: _____, 2017 (following consultation with staff and Governors)

_____ Chair of Governors

Revised: _____, 2019 (following consultation with staff and Governors)

_____ Chair of Governors

*“Be it known to all who enter here
that Christ is the reason for this school;
the unseen, but ever present, teacher in its classes,
the model of its staff and the inspiration of its pupils.”*

St. Anne's P.S. Child Protection Policy (updated February 2015)

This policy is intended to reflect a commitment on the part of the Board of Governors, staff and parents to ensuring that the welfare of our children is paramount. It is just one of a number of policies under the umbrella of 'Pastoral Care' that are in place to protect the children in our care. Other relevant policies include Behaviour, Responsible Use of Internet, Digital & Electronic Equipment, Photograph Consent, Use of Reasonable Force, Drugs Education, Staff Code of Practice, **Intimate Care**, and Transfer of Records.

We, in St. Anne's, have a primary responsibility for the care, welfare and safety of the pupils in our charge, and we will carry out this duty through our child protection policy, which aims to provide a caring, supportive and safe environment, valuing individuals for their unique talents and abilities, in which all our young people can learn and develop to their full potential. One way in which we seek to protect our pupils is by helping them learn about the risks of possible abuse (**including domestic abuse**), helping them to recognise unwelcome behaviour in others and acquire the confidence and skills they need to keep themselves safe. We do this through our assemblies, our Personal Development (P.D.M.U.) and R.E. curricula and through visits from external agencies.

All our staff and regular volunteers have been subject to appropriate background checks. The staff of our school has also adopted a Code of Practice for our behaviour towards pupils.

The purpose of the following procedures on Child Protection is to protect our pupils by ensuring that everyone who works in our school – teachers, non-teaching staff and volunteers are well informed of the procedures to be followed where abuse or neglect of a child is suspected. The overriding concern of all caring adults must be the care, welfare and safety of the child, and the welfare of each child is our paramount consideration. The problem of child abuse will not be ignored by anyone who works in our school, and we know that some forms of child abuse are also a criminal offence.

It is important to note that due to Northern Ireland Child Care Legislation, we are duty bound to comply with specific child protection requirements. Consequently we may contact external agencies and/or make a referral to external agencies without consulting parents. We recognise and accept that our first responsibility is, at all times, towards the children in our care and we will endeavour to protect their welfare and preserve their safety.

The following guidelines, policies and circulars are reflected in our Child Protection and Safeguarding Policies:

D.E. Circular 1999/10 and booklet: Pastoral Care in Schools: Child Protection

D.E. Circular 2003/13 setting out legal duties on schools and Boards of Governors in relation to Pupil Welfare;

D.E. Circulars 2006/ 6, 7, 8, 9, 25 re: the vetting of staff, including voluntary, and Governors, employment of substitute teachers, recruitment and appointment of staff;

D.E. Circular 2008/03, 2012/19, 2013/01 re: pre-employment checks;

The Children (N.I.) Order 1995 which sets Protection of children as one of 5 key principles;

The Education & Libraries (N.I.) Order 2003 which places a duty on Boards of Governors to safeguard pupils, have a written Child Protection policy, and address the prevention of bullying.

What is Child Abuse?

There are 4 types of abuse:-

Neglect – the persistent or significant neglect of a child, or the failure to protect a child from exposure to any kind of danger, including cold or starvation, or persistent failure to carry out important aspects of care, resulting in the significant impairment of the child's health or development, including non-organic failure to thrive.

Physical – physical injury to a child, whether deliberately inflicted or knowingly not prevented.

Sexual – the sexual exploitation of a child or young person for an adult's or another young person's own sexual gratification; the involvement of children or young people in sexual activities of any kind (including exposure to pornography) which they do not understand, to which they are unable to give informed consent or that violate normal family roles.

Emotional – persistent or significant emotional ill-treatment or rejection, result in severe adverse effects on the emotional, physical and/or behavioural development of a child.

Bullying

Bullying is behaviour that intentionally and persistently causes embarrassment, pain or distress to others. Bullying may be perpetrated by individuals or by groups of pupils. It may be:

- **Physical** – hitting, kicking, etc.
- **Verbal** – name calling and threats for example
- **Social** – exclusion from a group or making gestures
- **Psychological** – causing loss of self-esteem

In dealing with bullying, the staff will:

- Set high standards of personal and social behaviour.
- Be alert to the signs of bullying.
- Deal with observed instances of bullying promptly and effectively.
- Listen to children who have been bullied, take what they say seriously and act to support and protect them.
- Follow up any complaint by a parent about bullying, reporting back promptly on the action being taken.
- Report suspected cases of bullying to the designated teacher for child protection.
- Inform other staff (teaching and non-teaching) about any reported incidences.

SANCTIONS

As well as our positive behaviour strategies, the school will impose sanctions including loss of privileges, depending on the seriousness of the case. Any sanctions taken will be in accordance with the school's Positive Behaviour and Discipline Policy, and will be subject to consultation with pupils and parents.

Safe Guarding Team

St. Anne's safeguarding team consists of the Principal and Designated Teacher for Child Protection, Mr J Hennessy; and Deputy Designated Teacher for Child Protection, Ms J McNamee. **This team also includes the Chairman of the Board of Governors.**

Changes in Family Circumstances

If family circumstances or information concerning a child's home changes, then please inform the school as soon as possible, **in writing**, stating the relevant information. This could include a change of address, telephone number, an adult responsible for picking up a child after school, court orders which affect a child etc.

How do I raise a Child Protection concern?

The child protection policy has been created to help all children within our care. If you have a concern regarding the safety or welfare of a child at our school please follow the relevant procedure overleaf. This will ensure the child receives the help needed.

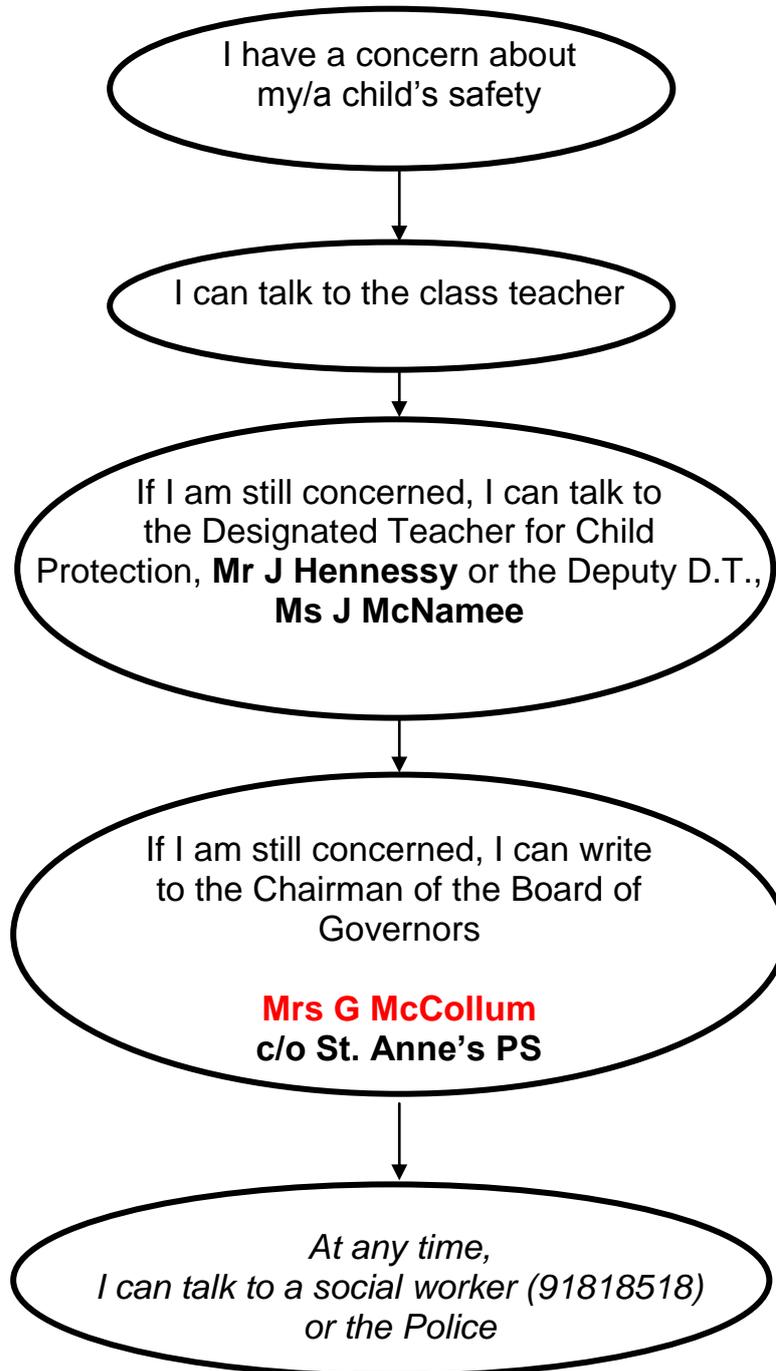
- Chart 1, page 5 shows the procedure if a parent has a concern.
- Chart 2, page 6 shows the procedure if the school has a concern.
- Chart 3, page 7 shows the procedure where a complaint has been made about possible abuse by a member of the school's staff.

Confidentiality

In the interests of confidentiality all staff in St. Anne's Primary School try to ensure that the privacy of children and parents is respected. However, in matters of child protection it is important that we put the welfare of the child first and this may involve sharing information to other agencies. Any reported concern regarding Domestic Violence must be reported to the relevant authorities. School staff are required to maintain records in relation to child protection issues. These are kept in a secure environment and information within them is only shared on a need-to-know basis. **Parents should be aware that all child protection records (except those that emanate from without the St. Anne's PS) are passed on to the child's next primary/secondary school.**

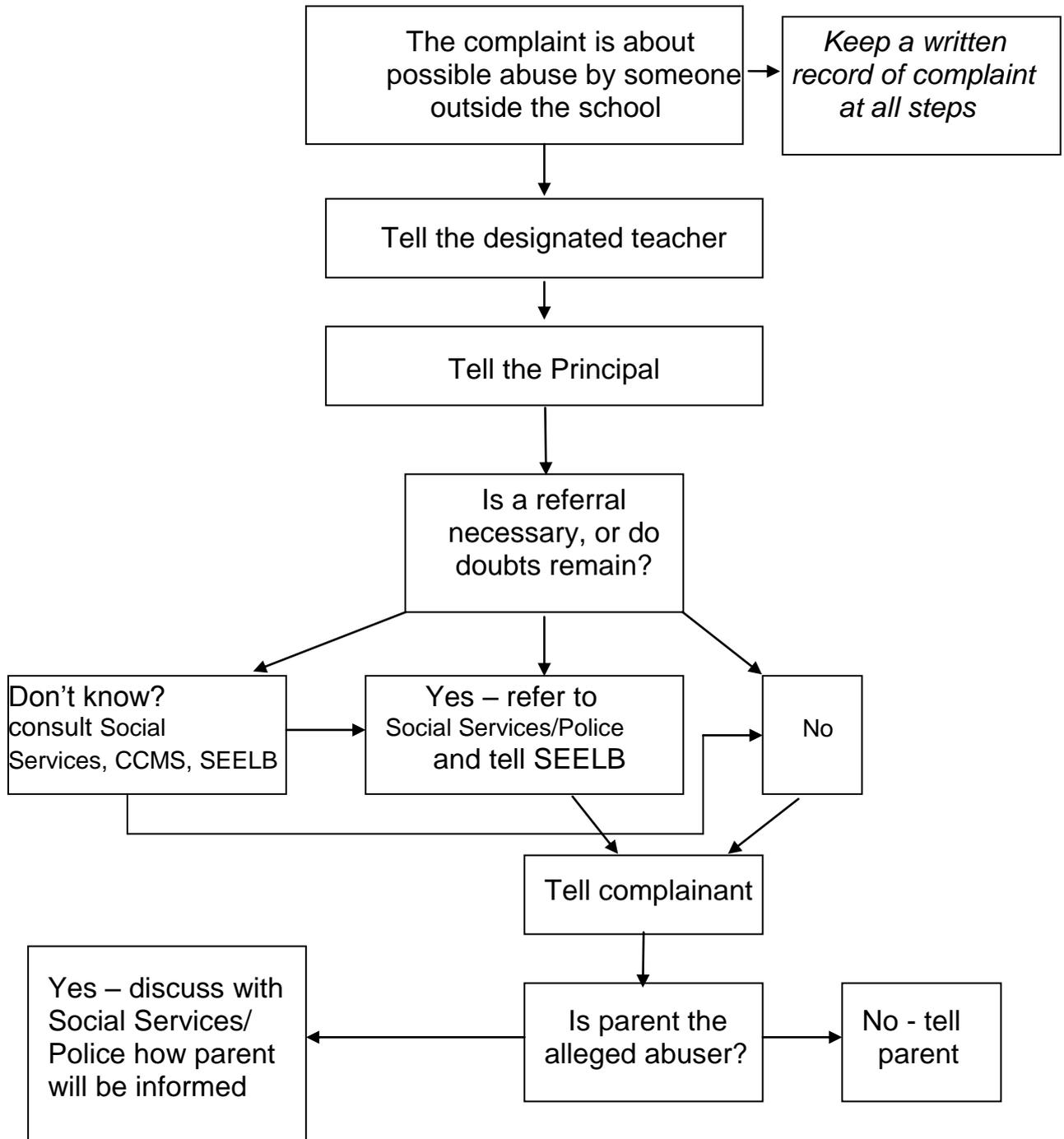
CHILD PROTECTION

Procedures to follow if you have a concern



CHILD PROTECTION

Procedure where the school has concerns, or has been given information, about possible abuse by someone other than a member of the school's staff



CHILD PROTECTION

Procedure where a complaint has been made about possible abuse by a member of the school's staff

