



Safeguarding 2020 Policy

Reviewed 19/11/2020

Equality Impact Pro-forma

Person responsible for review: CT	Date of review: 19/11/2020
Groups Considered:	
Race/ethnicity	<input checked="" type="checkbox"/>
Disability	<input checked="" type="checkbox"/>
Gender	<input checked="" type="checkbox"/>
Gender orientation	<input checked="" type="checkbox"/>
Pregnancy/maternity	<input checked="" type="checkbox"/>
Religion	<input checked="" type="checkbox"/>
Sexual orientation	<input checked="" type="checkbox"/>
Age	<input type="checkbox"/>
Please detail any opportunities offered by this policy to eliminate prohibited conduct, promote equality of opportunity, foster good relations or advance equalities.	
None identified	
Having reviewed the implications of any proposed changes to, or confirmation of, the policy, are there any concerns that it could have a differential impact on any of the groups identified above? Detail any steps that should be taken to minimise or eliminate any negative impact on these groups:	
None identified	



Policy Amendment Summary

Safeguarding 2020 Policy

19/11/2020

Next review date: December 2021

Summary of amendments since policy introduction:

Date:	Amended by:	Details of amendment
7/12/2017	CT	Complete rewrite of Safeguarding Policy to separate policy and procedure allowing for a 'general principles' policy and allowing updates to practice to take place without continual re-approval
28/11/2018	CT	Page 2 – changes to some nomenclature – mostly 'named person' to Designated Safeguarding Lead(s). Addition of paragraphs about Peer on Peer abuse and SEND. Page 3 – Addition of paragraph on Data Sharing Page 5 (Appendix 2) – Changes to list of Designated Safeguarding Leads in school.
26/11/2019	CT	Change to named DSL. Addition of DBS policy as an appendix
19/11/2020	CT	Change to named LADO, policy checked in light of KCSIE 2020 (no policy changes required), additional COVID statement added to policy.

Safeguarding 2020 Policy

Due to the COVID-19 pandemic, ensuring the safeguarding of all our children has required us to meet new challenges throughout 2020. However, even when school is closed or a child or group of children are self-isolating, Newby remains an important hub for ensuring the wellbeing of all our pupils, and safeguarding work continues throughout all lockdowns or periods of restriction. This includes ensuring that the DSL or a deputy DSL is available on site during normal opening periods, whether or not school is open to children, and ensuring that we have regular contact with all families to identify and support any emerging welfare needs. Safeguarding measures have been considered and documented as a central aspect of new policies and ways of working, such as Remote Learning, and any additional risks to safeguarding have been assessed and mitigated where possible, as part of an iterative COVID risk assessment process.

Introduction

Newby Primary School is fully committed to the principles of safeguarding. Our school recognises the contribution it can make to protect children and support pupils in school, and to promote their growth and well-being.

This policy applies to all staff, governors and volunteers working in the school. Safeguarding now includes or links with policy and practice in a large number of school policies. Please see appendix 1. As a result, this policy will focus on child protection.

These are the five main elements to our policy:

1. Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children.
2. Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.
3. Developing and then implementing procedures for identifying and reporting cases, or suspected cases of abuse.
4. Supporting pupils who have been abused in accordance with his/her agreed child protection plan.
5. Establishing a safe environment in which children can learn and develop.

It is underpinned by a commitment to inter-agency working.

Child protection is the responsibility of all school staff. We will therefore:

1. Establish and maintain an environment where children feel secure and are encouraged to talk, and are listened to.
2. Ensure that children know that there are adults in school who they can approach if they are worried or in difficulty.
3. Include in the curriculum activities and opportunities for PSHCE which equip children with the skills they need to stay safe from abuse.
4. Ensure that wherever possible every effort will be made to establish effective working relationships with parents and colleagues from other agencies.

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 in school for the current year are in appendix 2 and will be updated annually. There is a Named Governor for Safeguarding. The Governing Body is responsible for ensuring all staff read at least part one of Keeping Children Safe in Education.

Early Help

Staff are trained and encouraged to use Early Help. This may involve sharing information and working with other agencies as soon as problems arise.

Child Protection Referral Procedures

We adhere to child protection procedures that have been agreed locally through the Bradford Partnership. An action flow chart summarising the steps to be taken is displayed in the staffroom. A full version of procedures can be found at Appendix 3.

Supporting Pupils at risk

Children are protected in an open, trusting environment where there are positive relationships with staff. The children know what to do if something is worrying them and our curriculum supports this. Staff training includes the four forms of abuse – physical, sexual, emotional and neglect. Staff also know the indicators and risk associated with radicalisation (Prevent), female genital mutilation, breast ironing, criminal exploitation and child sexual exploitation (this can take place online or technology may be used to facilitate offline abuse). Staff are aware that behaviours linked to the likes of drug taking, alcohol abuse, truanting and sexting put children in danger. Online safety forms part of our curriculum.

Peer on Peer abuse

Staff are aware that safeguarding issues can manifest themselves via peer on peer abuse. This may include bullying (including cyber- bullying), gender based violence/sexual assaults and sexting. All of these would be dealt with through our severe system in the behaviour policy with the most severe incidents and allegations escalated immediately beyond the usual sanctions of the behaviour management system. This may include temporary or permanent exclusion and /or involvement from other agencies.

Pupils with SEND

Children with special educational needs and disabilities can face additional safeguarding challenges. Staff are aware that additional barriers may exist when recognising abuse and neglect in this group.

Training

The Designated Safeguarding Lead (DSL) and Deputies are updated every two years and the named Governor every three years. All adults whose jobs involve contact with children receive a basic introduction into school safeguarding procedures as soon as possible after appointment. All staff are required to read or have explained to them the most recent version of Keeping Children Safe in Education – part one. A record of this is kept in the Single Central Record. It is normal practice for all staff to be updated on safeguarding at least annually.

Safe Working Practice

The staff code of conduct explains to staff the way they should behave when working with children.

Confidentiality

All staff are aware that they must not promise to keep secrets with children and that if children disclose abuse this must be passed on to the people responsible for child protection as soon as possible and the child should be told who their disclosure will be shared with. When questioning children, staff know they must remain neutral and not ask leading questions.

Record Keeping

Child protection concerns should be recorded on CPOMS (child protection online management system). However, if a child is immediately at risk or is deemed to need action before the end of the school day, the DSL or Deputy DSL must be spoken to straight away. In the unlikely event of a named person not being available, any member of staff can make a referral. A named person should be informed that this has happened. Historical child protection records can be accessed via the named people in school.

Working with other agencies

Schools are not investigating agencies and it is essential that child protection issues are addressed through agreed procedures. However, schools continue to play a role after referral and need to develop strong links with partner agencies, particularly Children's Social Care. There is an expectation that referrals mean better outcomes for the child. If this is not the case a referral may have to be escalated to a more senior member of staff. Requests for information from Children's Social Care should always be made to a the DSL or Deputies

Information Sharing

The Data Protection Act 2018 places duties on organisations and individuals to process personal information fairly and lawfully and to keep the information they hold safe and secure. However, this is not a barrier to sharing information where the failure to do so would result in a child being placed at risk of harm.

Allegations against members of staff

The local arrangements for managing allegations are understood and followed.

Recruitment and Selection

The school follows safer recruitment guidelines. At least one member of staff or a governor on a selection panel has been safer recruitment trained. The school keeps a single central record in accordance with government guidance.

Site Security

All staff wear lanyards with their name, picture and role in school that give them access to the school site. Visitors who have DBS clearance will have a visitor lanyard that accesses the school site. All other visitors will have a visitor's lanyard but be accompanied by a member of staff during their visit. There are termly safety practices for both getting in and getting out of the building.

Approved by Governors on 30th November 2020



Ibrahim Maynard

Chair of Curriculum and Policy Committee

Appendix 1 – Safeguarding Policies

Newby Policies

Allegations against Staff
Attendance Policy
Behaviour Policy (including Anti bullying)
DBS Policy
E Safety Policy (including adult and pupil acceptable use agreements)
Health & Safety Policy
Medicines in School Policy (including Intimate Care procedures)
Pastoral Care Policy
PHSCE Policy
Premises Management Policy
Prevent Policy
Recruitment and selection
School Visits Policy
SEND Policy
Sex & Relationship Education
Single Equalities & Community Cohesion
Staff Discipline, Conduct and Grievance, including Staff Code of Conduct
Staff Social Media Policy
Supporting Pupils with Medical Conditions Policy
Whistleblowing

Guidance Policies produced by others (ie Department for Education) and used by Newby

Keeping Children safe in Education
Guidance on Safer Working Practice
Managing Challenging Conversations with Children
Children missing Education – Guidance for School

Appendix 2 - Named People – 2020-2021

School staff

Designated Safeguarding Lead –	Claire Thompson (Deputy Head)
Deputy Designated Safeguarding Leads -	Sara Rawnsley (Headteacher)
	Gareth Baterip (Deputy Head)
	Sarah Berry (Assistant Head)
	Andrew Ramsden (Assistant Head)

Governors

Named Governor for Safeguarding – Elaine Palframan

Local Authority

LADO - Duty LADO

Appendix 3 - Child Protection Referral Procedures

On discovery or suspicion of child abuse - Act

1. Inform your Designated Safeguarding Lead or Deputies
 - Claire Thompson
 - Gareth Baterip
 - Andrew Ramsden
 - Sara Rawnsley
 - Sarah Berry
2. One of the named people will take the following steps.
 - When it is clear that a child protection referral is needed, they will contact Children's initial contact point without delay – telephone number – 01274437500
 - Out of hours Emergency Duty Team – telephone number – 01274431010
 - Named persons may also seek advice from the Education Social Work Team – 01274439651
3. At this point we may be asked to monitor the situation. We need to be clear about what we are expected to monitor, for how long and how and to whom we should feedback to.
4. It is good practice to inform parents that we have gone to CSC unless we feel that by doing so, we put the child in greater harm.
5. Records need to be kept of all events and action taken. They need to be dated and on CPOMS.
6. Named people will complete and dispatch the Common Child Protection Referral form. This can be accessed through Bradford School's Online or the Bradford Safeguarding Board website. One copy must remain in school and the other sent to Suzanne Ellis, Lead Officer, Education Safeguarding, Margaret McMillan Tower, Princes Way, Bradford BD1 1NN.

Other useful Telephone numbers

CSC switchboard – 01274435600

Police: Javelin House, Child Protection Unit - 01274376061