



**Policy Number: CRA-AP- 21
Issue / Version No. 1.0**

Child Protection and Procedures

**Current Status:
FINAL**

Ratified

Compliance:

**All members of Chandlers Ridge Academy staff will follow Academy policies.
The consequences of non-compliance may include disciplinary or legal action.**

Document Control

Application	This policy pertains to all activities undertaken by all staff at Chandlers Ridge Academy
Associated policy reference and title	CRA-AP-004 Safeguarding
Date of ratification	Autumn 2019
Date to be reviewed	Autumn 2020
Replacing	Child Protection Policy 2018
Policy Lead	Louise Lidgard
Members of working party	Louise Maycock
This policy has been ratified by: Board or Sub-Committee (specify)	Local Governing body

Consultation Audit Trail

Name	Role	Version	Date
Louise Maycock	Second nominated person	V0.1	Nov 2019
LGB	Ratification	V0.1	Dec 2019

Change Log

Summarise the major changes between versions below

Pg/Section	Change	Version	Date
Appendix 2 removed	Use CPOMs for recording	V 0.1	Nov 2019
Appendix 2	Information on where to find more support	V0.1	Nov 2019
Appendix 1	South Tees MACH	V0.1	Nov 2019

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Chandlers Ridge Academy Child Protection Policy Statement and Procedures

1. Introduction

1. Chandlers Ridge Academy believes that every child has the right to feel secure and safe from abuse and harm. We are committed to protecting all the children in our care from harm during their time at Chandlers Ridge Academy.
2. Chandlers Ridge Academy has written this policy to ensure that best practice and procedures are carried out at the school. This policy complies with the legal requirements of the Early Years Foundation Stage statutory framework.

2. Scope of Policy and Objectives

1. What this policy covers the procedures in place to protect the child at all times and to give all staff involved clear unambiguous guidance as to their legal and professional roles and to ensure good practice throughout the school which is understood by pupils, parents/carers and staff.
2. When reading this document, please be aware of the following related documents which work alongside this policy.

They are available via the LSCB.

- a. Tees Local Safeguarding Children Procedures accessed at www.teescpp.org.uk
- b. HM Government (March 2015) Working together to safeguard children
- c. HM Government (2015) What to do if you are worried a child is being abused
- d. HM Government (2015) Information sharing
- e. HM Government (2015) Disqualification under The Childcare Act 2006
- f. HM Government (July 2015) Keeping children safe in education information for all school and college staff-The Counter Terrorism and Security Act, Prevent Duty Guidance (June 2015)
- g. Procedure for Managing Allegations against Staff, Carers and Volunteers- South Tess LSCB
- h. Safeguarding Children in Education (DFES 2004)
- i. The Sexual Offences Act 2002
- j. Data Protection Act 1998
- k. Anti-bullying policy
- l. Equality and Diversity Policy
- m. Staff Disciplinary Policy
- n. Whistle Blowing policy
- o. E Safety policy
- p. Health and Safety Policy
- q. Safeguarding against radicalisation Policy

3. Responsibilities

1. **LGB:** The LGB has overall responsibility to ensure that policies and procedures are in place for the processes associated with the Chandlers Ridge Academy.

2. **Head Teacher:** The Head Teacher has responsibility to ensure that operational services are suitably established to provide the processes associated with the Chandlers Ridge Academy to ensure that all staff and volunteers understand and comply with the service provision.
3. **Senior Leadership Team:** Each Senior Leader is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.
4. **Teachers:** Each Teacher is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.
5. **All Staff and volunteer helpers:** All staff and volunteer helpers within the scope of the policies and procedures are responsible for the implementation of the policy within their own area of accountability

4. Key Themes

4.1 Child Protection Responsibilities

1. Child abuse can manifest itself in a variety of different ways and across all cultures, areas and socio-economic groups.
2. All members of staff at our school can contribute to the safeguarding of children and child protection processes. Chandlers Ridge Academy recognises its pastoral responsibility towards our pupils, and can play a part in the prevention of abuse and neglect, through our policies and procedures for safeguarding children, and through the curriculum. Chandlers Ridge seeks to create and maintain a safe environment for children and young people and manages situations where there are child welfare concerns. Staff aim to help children to understand what is and is not acceptable behaviour towards them, and teaching relates to staying safe from harm, and how to speak up if they have worries or concerns. The curriculum also plays a preventive role in developing awareness and resilience thus preparing children for their future responsibilities as adults, parents and citizens.
3. Through their day to day contact with pupils, and direct work with families, all staff has a crucial role to play in noticing indicators of possible abuse or neglect, and in referring concerns to the Named Person, the Head Teacher, who then will follow procedures outlined in this statement. Further information is found in the 'South Tees Area Child Protection Committee documentation' concerning Child Protection Procedures.
4. The Academy will ensure that all members of staff receive high quality and regular Child Protection training and will be competent at identifying signs and evidence of physical, sexual and emotional abuse or neglect.
5. When a child has special educational needs, or is disabled, the school will pass on any relevant information about the child's level of understanding and the most effective means of communicating with the child. Staff will also give their views on the impact of treatment or intervention on the child's care or behaviour, if required.

4.2 Nominated Person

1. Nominated Person Child Protection has responsibility for coordinating action within the school and liaising with Social Care and other agencies in respect of suspected child abuse.
2. The Nominated Person Child Protection for 2015/16 academic year is Louise Lidgard
3. The deputy nominated person is Louise Maycock
4. The nominated Governor is Paul Thwaites
5. The main responsibilities for the Nominated Person Child Protection are:
 - a. To adhere to and follow procedures outlined in the South Tees Local Safeguarding Children Board Procedures.
 - b. To help identify signs and symptoms of abuse.
 - c. Refer suspected cases of abuse to Social Care / Police
 - d. Ensure all staff receives child protection awareness raising training to help them recognise and identify signs of abuse.
 - e. To raise awareness of child safety issues within school.
 - f. Ensure that the school has an up-to-date child protection policy which is consistent with the LSCB procedures. The policy should be reviewed annually.
 - g. To attend and represent the school at child protection meetings.
 - h. Be responsible for securely managing child protection files, compiling reports, recording and sharing information appropriately.
 - i. Ensure that all information and records are kept confidentially and securely.
 - j. To develop good working relationships / links with Social Care, the Child Protection Officer for Education and other relevant professionals.
 - k. To raise awareness of their role with staff, parents and children.
 - l. Be available for staff for consultation purposes.

5.0 Implementation

5.1 Definitions of Child Abuse

1. **Physical Abuse** may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.
2. **Sexual Abuse** involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of what is happening. The activities may include involving children in looking at, or in the production of pornographic material, or encouraging children to behave in sexually inappropriate ways.
3. **Emotional abuse** is the persistent emotional ill-treatment of a child causing severe and persistent adverse effects on the child's emotional development, often by making them feel they are worthless or unloved, inadequate or valued only insofar as they meet the needs of another person, age or developmentally inappropriate expectations being imposed on children, causing children frequently to feel frightened, or the exploitation or corruption of children.
4. **Neglect** is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in serious impairment of the child's health or development, such as failing to provide adequate food, shelter and clothing, or neglect of, or unresponsiveness to, a child's basic emotional needs.

5.2 Signs to Monitor

All staff and volunteers should be concerned about a child if:

1. The child has an injury which is not typical of those normally associated with children's injuries.
2. The child's behavior has changed significantly.
3. The child regularly has unexplained injuries, bruising, marks or signs of possible abuse.
4. There has been deterioration in the child's general well-being.
5. The child regularly has injuries with explanations given but more than is considered normal.
6. Gives confused or conflicting explanations about how injuries were sustained.
7. Exhibits significant changes in behavior, performance or attitude.
8. Shows signs of neglect.
9. Demonstrates sexual behavior which is inappropriate to the age of the child.
10. Discloses an incident in which resulted in the child being significantly harmed.
11. Any other cause to believe that a child may be suffering harm.
12. The child makes comments which may give cause for concern.

5.3 Operation Encompass

1. The Academy is part of Operation Encompass which is a process by which the nominated adult in school will be informed by the police that a child attending the school may have been affected by domestic abuse. This means that a child has been in a household where an incident of domestic abuse has taken place and that they were present, witnessed or were involved in it. Providing the Academy with early domestic abuse information will enable the nominated person/class teacher to assess the needs of the child during the school day and if appropriate offer timely support.
2. The records of all police callouts to domestic incidents will be reviewed daily to ascertain if the child meets the criteria for referral. Once relevant information has been identified the nominated adult will be contacted by telephone and information shared. Domestic incidents that are recorded on a Friday, Saturday or Sunday will be reviewed and shared the following Monday, unless it is a school holiday.

5.4 Keeping Children Safe in Education 2019

All staff have a responsibility to recognise child abuse, neglect and peer on peer abuse in its many forms. Additional guidance on how our school supports the following areas of additional need or harm are provided in the hyperlinked documents in Appendix 2 of this Child Protection Policy and includes the full list taken from Keeping Children Safe in Education 2019 pages 89-91. Where the school has created an additional school policy because of any specific area of need this is to be read in conjunction with this Child Protection Policy.

Broadly the areas taken from Keeping Children Safe in Education, 2019 Annex A, include

- Children in the court system
- Children missing from education
- Children with family members in prison
- Child Sexual Exploitation
- Child Criminal Exploitation - County Lines
- Domestic Abuse
- Homelessness
- So called 'Honour Based Violence' inclusive of Female Genital Mutilation, Forced Marriage and practises such as Breast Ironing.
- Preventing Radicalisation
- Peer on Peer Abuse
- Sexual Violence and Sexual Harassment between children in schools and colleges
- What is sexual violence and sexual harassment?
- Upskirting
- The response to a report of sexual violence or sexual harassment
- Additional advice and support

5.5 What to do in the case of Alleged or Suspected Abuse

1. Both teaching and non-teaching staff are in a position to identify possible child abuse. Staff with concerns about a child must inform the Named Person as soon as possible and immediately in the case of physical injury.
2. The Named Person is able to consult with the Child Protection Officer Education or the Named Person Child Protection in Social Services if they require further advice in relation to a child.
3. In the absence of the Named Person, the Deputy Head teacher will take on that role, referring to the Education Practice Guidance Document.
4. When speaking to a child who you think is the subject of abuse the following rules should be observed:
 - a. Listen carefully to the child and do not make judgments or discuss your own opinion about what the child is telling you.
 - b. Try to ask open questions that enable the child to describe the incident using their own vocabulary and terminology.
 - c. Ensure the child feels secure, safe and comfortable in the room and with the supervising adult.
 - d. Staff members must not make promises of confidentiality to the child.
5. The Named Person will be responsible for ensuring that records are accurate and added to CPOMs.

5.5 Making a referral about Child Protection Concerns

1. When concerns arise within an education setting, the responsibility to refer to South Tees MACH lies with the school and the Named Person. After advice from South Tees MACH, a safer referral form may be completed.
2. All referrals of suspected abuse should be made immediately and directly to the Duty service at the South Tees MACH.
3. One copy of the referral should be sent to South Tees MACH and attached to CPOMs.
4. Information required to assist in formulating the multi-agency Initial Assessment should be made available by the Named Person.

5.6 Strategy Meeting/Consultation

1. The school will be contacted by Social Services regarding any child of school age (including children in the Nursery), if they are subject to a referral about child protection concerns. This consultation will involve the sharing and gathering of relevant information concerning the child and family. This process will form part of a Strategy Meeting/Discussion when a referral has been defined as needing a child protection response.

5.7 Child Protection Enquiries

1. Should it be decided that the child is to be interviewed, this may take place on school premises. The child may be removed from school by Social Services or the Police without parental permission, unless there are exceptional circumstances. In such circumstances, responsibilities lie with Social Services and/or the Police, who may use their statutory powers under the Children Act (1989).
2. Following enquiries and assessment, Social Services will inform the Named Person of the outcome. The school should be proactive in seeking this if they have not been contacted within a reasonable period.

5.8 Child Protection Conferences

1. The school will be invited by Social Services to provide a written report for the Child Protection Initial and Review Conferences and to attend. Reports for Conferences should be shared with relevant family members prior to the day of the Conference, wherever possible. The school will be expected to send a representative to these Conferences. The contribution of the school is invaluable to the child protection planning process.

2. The school will receive notification from Social Services of the inclusion of a child's name on the Child Protection Register, and similarly of removal, within 48 hours. In addition, the school will be informed by Social Services of any variations to the child's legal status, place of residence or any other significant changes whilst placed on the Child Protection Register.
3. Schools/Education Services should always inform Social Services of any change of address or school of a child on the Child Protection Register.

5.9 Core Groups

1. A Core Group is identified, at the Initial Conference, for any child on the Child Protection Register and a representative of the school is invariably a member of the Core Group. It is important that the school is represented at Core Group meetings. These meetings may take place at school.

5.10 Staff Training

1. All staff at Chandlers Ridge Academy receive Child Protection training (maximum period is two years) which raises their awareness of processes and procedures agreed by the Local Safeguarding Children Board (LSCB)The last was training October 2019. Training also covers areas such as 'signs and symptoms'.
2. The Nominated Person and deputy for Child Protection receives training including LSCB facilitated courses.
3. The Head Teacher and Chair of Governors have completed the Safer Recruitment Training with Pam Gartland.

6.0 Monitoring and Review

1. The LGB will ensure that Chandlers Ridge Academy undertakes the following:
 - a. Annually review its Child Protection Policy
 - b. Has a senior member of staff as Nominated Person for Child Protection
 - c. Review annually the workload of the Nominated Person Child Protection by requesting a report detailing related child protection work undertaken. Governing body to support as felt appropriate
 - d. Monitor and evaluate child protection training that staff receive
 - e. Review all aspects of safeguarding children / working practices and develop as required

APPENDIX 1

Contact Details

MIDDLESBROUGH

South Tees MACH

Monday to Thursday 8.30 am – 5.00 pm

Tel. 01642-130700

Friday 8.30 am – 4.30 pm

At all other times: Emergency Duty Team. Phone 01642 524552

southteesmach@redcar-cleveland.gov.uk

THE POLICE

(MIDDLESBROUGH)

Monday to Friday 9.00 am – 5.00 pm

The Police Child Protection Unit

Police Station

Coulby Newham

Middlesbrough.

Phone 01642-303449/50/51/52/53/54

Between 5.00 pm – 9.00 pm Friday and 9.00 am – 5.00 p.m. Saturday and Sunday, contact Police HQ Communications Centre on 01642-326326 for the officer working weekend cover.

NSPCC

The NSPCC National Helpline. Phone 0808-800-5000

Appendix 2

Abuse or Safeguarding Issue	Link to Guidance/Advice	Source
Abuse	What to do if you're worried a child is being abused	DfE Advice
	Domestic abuse: Various Information/Guidance	Home Office
	Faith based abuse: National Action Plan	DfE Advice

	Relationship Abuse: Disrespect Nobody	Home Office Website
Bullying	Preventing bullying, including cyberbullying	DfE Advice
Children and the courts	Advice for 5-11 year olds witnesses in criminal courts	MoJ Advice
	Advice for 12-17 year olds witnesses in criminal courts	MoJ Advice
Children missing from education, home or care	Children missing education	DfE Statutory Guidance
	Child missing from home or care	DfE Statutory Guidance
	Children and adults missing strategy	Home Office Strategy
Children with family members in prison	National information centre on Children of Offenders	Barnardo's in partnership with Her Majesty's Prison and Probation Service (HMPPS) Advice
Child Exploitation	County Lines: Criminal exploitation of children and vulnerable adults	Home Office Guidance
	Child sexual exploitation: Guide for practitioners	DfE Guidance
	Trafficking: Safeguarding children	DfE & HO Guidance
Drugs	Drugs: Advice for schools	DfE & ACPO Advice
	Drug strategy 2017	Home Office Strategy
	Information and advice on drugs	Talk to Frank Website
	ADEPIS platform sharing information and resources for schools: Covering drug (& alcohol) prevention	Website developed by Mentor UK
'Honour Based Violence' (so called)	Female genital mutilation: Information and resources	Home Office
	Female genital mutilation: Multi agency statutory guidance	DfE, DH and HO Statutory Guidance
	Forced marriage: Information and practice guidelines	Foreign Commonwealth Office and Home Office
Health and Well-being	Fabricated or induced illness: Safeguarding children	DfE, DH and Home Office
	Rise Above: Free PSHE resources on health, wellbeing and resilience	Public Health England Resources
	Medical conditions: Supporting pupils at school	DfE Statutory Guidance
	Mental health and behaviour	DfE Advice
Homelessness	Homelessness: How local authorities should exercise their functions	HCLG
Online	Sexting: Responding to incidents and safeguarding children	UK Council for Child Internet Safety
Private Fostering	Private fostering: local authorities	DfE Statutory Guidance
Radicalisation	Prevent duty guidance	Home Office Guidance
	Prevent duty advice for schools	DfE Advice
	Educate against hate website	DfE & Home Office
Violence	Gangs and youth violence: For schools and colleges	Home Office Advice
	Ending violence against women and girls 2016-2020 strategy	Home Office Strategy
	Violence against women and girls: National statement of expectations for victims	Home Office Guidance

	Sexual violence and sexual harassment between children in schools and colleges	DfE Advice
	Serious violence strategy	Home Office Strategy