

# Policy Statement 28 (updated January 2020)

## Safeguarding Children

### Rationale

At Phoenix, we believe our school promotes the welfare, health, safety and guidance of every child through a positive, safe and stimulating environment.

School governors and senior leaders are responsible for ensuring that the school has a safeguarding children policy.

Procedures are in place to deal with incidents, consistent with Local Safeguarding Children Board guidance; Working Together to Safeguard Children 2018, and Every Child Matters Change for Children 2004, Children's Act. Keeping Children Safe in Education, Sept 2019

### Aims

- To create a warm, supportive environment in which we will support all our children to fulfil their potential and in particular STAY SAFE.
- To ensure all teaching and non-teaching staff are aware of the need to safeguard children and to understand their responsibilities in identifying and reporting possible cases of abuse.
- To promote the safeguarding of children and young people and encourage the prevention of child abuse through the curriculum.

### Procedures for ensuring our children stay safe

- All staff who have access to children are checked in line with government guidelines. A number of the Senior Leadership Team have undertaken training in safer recruitment in line with the Bichard recommendations.
- We have at least two trained designated members of staff (from the Senior Leadership Team) who undertake refresher training every two years
- All staff are trained and understand the child protection procedures and all cases of child abuse or suspected child abuse are reported immediately to the Designated Senior Person, who has responsibility for referring suspected child abuse cases to Sandwell partner agencies.
- In the absence of the Designated Senior Person all staff members will know the reporting procedures.
- All staff undertake refresher training every year. (In line with Keeping Children safe in Education 2019)
- All new members of staff, including supply staff and trainee teachers, are given a copy of our safeguarding procedures on induction, including Keeping Children Safe in Education 2019 which they are required to sign off as read.
- Parents and carers are informed of the existence of our policy and of the responsibilities of staff members with regard to child protection procedures.
- Effective working relationships with other agencies are developed and promoted; especially the police and social services.
- Good record keeping systems are in place and a systematic means of monitoring children known or thought to be at risk of harm is provided.

- Through our links to other policies e.g. sex and relationships/anti-bullying we will help to develop self-esteem and self-assertiveness in our students.
- Our procedures will be reviewed and updated yearly.

### Responsibilities

The Designated Senior Person is responsible for:

- Carrying out child protection procedures in accordance with the Sandwell Children's Safeguarding Partnership advice.
- Keeping records of concerns about a child even if there is no need to take immediate referral
- Ensuring all records are kept confidentially and securely and separately from general student records.

### Monitoring and Record Keeping

- At Phoenix, we will play a vital role in helping abused children, and those suspected of being abused, by monitoring and recording certain aspects of the child's progress and behaviour in school.
- The school uses an online system to record all concerns: CPOMS
- The child protection recording system will be used to make a written record of child protection activities and concerns.
- The school will maintain the chronology form to record all relevant occurrences. These summaries will be shared as part of the normal interchange of information at all multi-agency meetings, including child protection conferences.
- Monitor the attendance of any student currently on the child protection register and referring concerns, when appropriate to the Attendance and Prosecution Service in the first instance. Where concerns remain, the social worker for the family will be informed.
- Ensuring that all school staff teaching and non-teaching are trained and receive refresher training every three years.
- Ensuring that the Child Protection manual of procedures is displayed in the staff room/school office and is accessible to all staff.
- Passing on any child protection records/concerns to the receiving school when a child leaves.

### The Governing Body is responsible for:

- Nominating a governor to have responsibility for child protection who receives training
- Ensuring child protection is a standing item on the agenda for Governors' meetings.
- Reviewing the policies and procedures annually.
- Remedying any deficiencies or weaknesses in regard to child protection arrangements that are brought to its attention, without delay.
- Ensuring that the Chair liaises with the LA/partner agencies in the event of allegations of abuse being made against the Head Teacher.

Named teachers: –

Head teacher - Mike Smith

Governor – Leigh Pepper