



EDEN PARK
HIGH SCHOOL

SAFEGUARDING POLICY (CHILD PROTECTION)

Date of Last Review: November 2016

Date of Next Review: November 2019

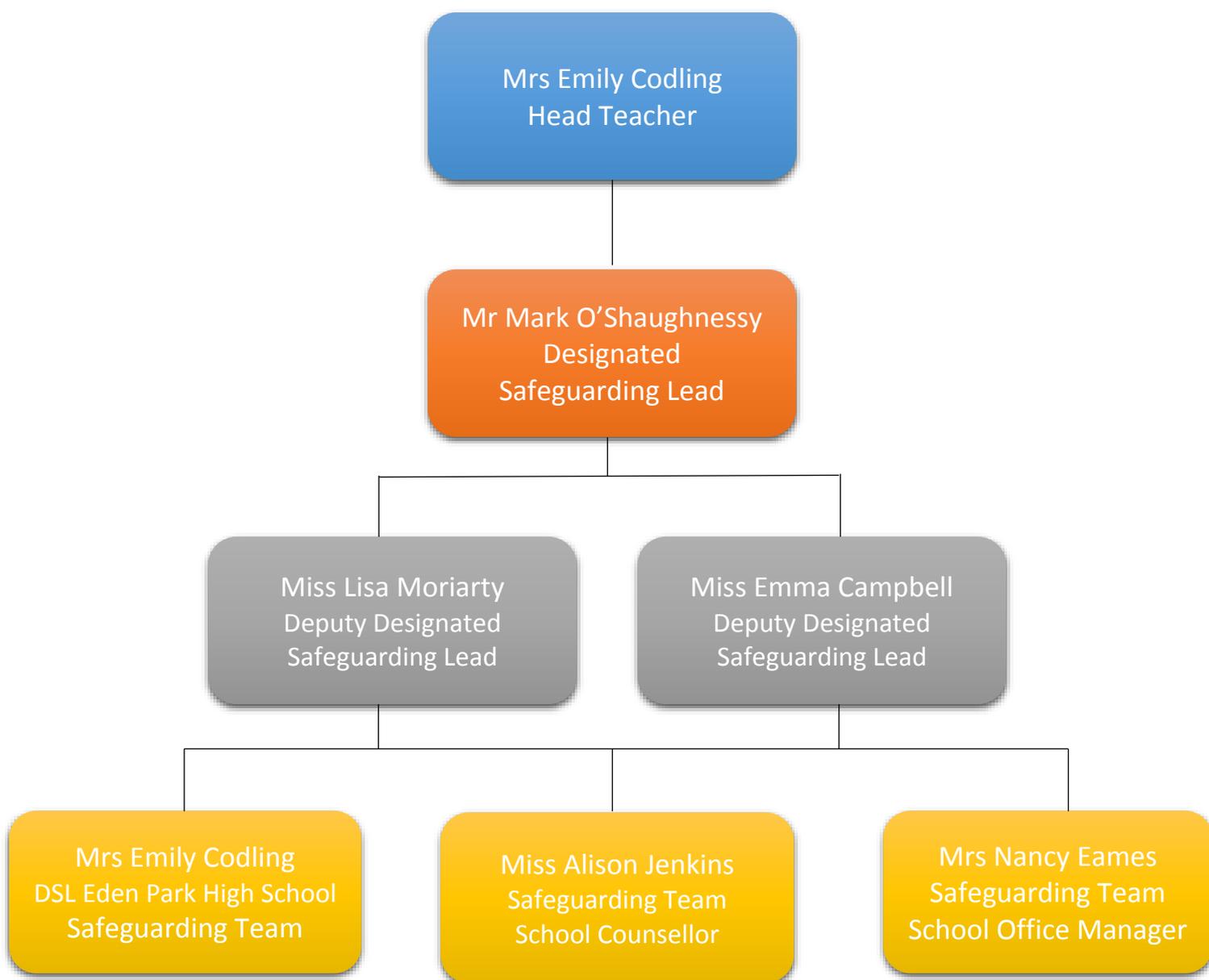
Responsibility: Mrs E. Codling

Advisory Body Signature:

The Advisory Body and staff of Eden Park High School fully recognise the central responsibility it has to the safeguarding and protection of its students.

All members of The Advisory Body and staff (teaching and associate) including volunteers have an active part to play in protecting students from harm.

Safeguarding Team



The Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Leads (DDSL) are available to staff during school hours, term-time.

AIMS

- Eden Park High School staff and members of The Advisory Body are committed to providing a caring, positive, safe and stimulating environment.
- To provide a continuous training programme that raises the awareness of all members of The Advisory Body and staff of the need to safeguard students and ensures that they are fully aware of their responsibilities in identifying and reporting possible cases of abuse.
- Eden Park High School will appoint a designated Child Protection/ Safeguarding Lead who will adhere to the updated London Child Protection Procedures and Bromley Safeguarding Children Board with regard to referring a student where concerns of abuse are raised and keep confidential records, secure and separate from student's main record.
- To ensure that all staff and volunteers who have access to the students have an enhanced DBS disclosure and S128 Education and Skills Act 2008 'discretion' check via the Teacher Services System.
- Eden Park High School will implement recruitment procedures as outlined by updated Safeguarding Children and Safer Recruitment legislation.
- Eden Park High School will develop and promote working relationships with external agencies in line with Working Together to Safeguard Children Legislation, Keeping Children Safe in Education Guidance and contribute to external agency enquires as appropriate.
- Eden Park High School will fulfill its obligation to undertake any special responsibilities or tasks required for the care of students on the Child Protection Register (CPR).
- Eden Park High School will endeavor to make parents aware of their role in Child Protection and safeguarding from all potential risks.
- DSL or DDSL available to staff in term time.
- Overall responsibility with DSL rather than departments.
- In all Job Descriptions.
- Working document and should be read in conjunction with others.
- Safeguarding is the duty of all and is broadly constituted for.

PROMOTING A PROTECTIVE ETHOS

Safeguarding incidents could happen anywhere and safeguarding children is everyone's responsibility at TRS. Staff should be alert at all times to possible concerns being raised at this school.

All staff may raise concerns directly with Children's Social Care services.

Staff at TRS who have a safeguarding concern regarding adults in the school should raise that concern with the Designated Safeguarding Lead, or the Headteacher as soon as possible.

The staff training and daily practice of Eden Park High School seeks to create a protective ethos where risk to the personal safety of students, particularly the risk of abuse, is minimized. Equally, we work to promote a culture where students have the confidence to talk to a member of staff about any concerns in their life.

Eden Park High School encourages working practices that will protect staff and volunteers from malicious accusations or misunderstandings.

Eden Park High School procedures are in line with updated Bromley and London Child Protection Procedures. (March 2016) and have been updated in line with KCSIE September 2016.

All parents/guardians will be made aware of Child Protection/Safeguarding Procedures. Our policies are published on the school website and information is presented at Open Evenings.

Eden Park High School recognises that a student who is abused or witnesses violence may find it difficult to develop and maintain a sense of self-worth, feel helpless and humiliated and may feel self-blame.

We recognise that School may provide the only stability in their lives and accept that research shows that the behaviour of a student in these circumstances may range from what is perceived to be normal to aggressive or withdrawn.

Eden Park High School recognizes that children with SEN and disabilities are more likely to be abused or neglected. Eden Park High School will identify these students through a variety of ways and act to keep them safe.

Staff/Volunteers will:

- Encourage self-esteem and assertiveness whilst not encouraging aggression and bullying.
- Promote a caring, safe and positive environment within the school.
- Liaise and work together with the agencies involved in safeguarding children.
- Establish and maintain an ethos where students feel secure and have opportunities to talk and are always listened to.
- Support all students especially those vulnerable to abuse through sensitive monitoring and by ensuring that all students have a network of people around them that they can go to if necessary.
- Be aware of the possible increased vulnerability of students with additional needs and those who have been bullied or isolated by their peers in the past.
- Include opportunities within curriculum time which equip students with the skills they need to stay safe from harm and that is appropriate to their age and development and to know whom they should turn to for help.

Eden Park High School recognises that all matters relating to Child Protection/Safeguarding are highly confidential and that the Headteacher and the Designated Safeguarding Lead will only disclose any information on a 'need to know' basis.

All staff/volunteers are aware that they have a professional responsibility to disclose information and they cannot promise a student to say nothing/keep it a secret.

Eden Park High School recognises that staff /volunteers who have become involved with a student who has suffered or is likely to suffer harm, may find the situation stressful and upsetting. These members of staff/volunteers are provided with the opportunity to talk through their anxieties with the designated lead and to seek further support as appropriate.

Eden Park High School will work as closely as possible in partnership with parents/guardians and as a matter of good practice, will inform them of any referral made under our Child Protection/Safeguarding policy, unless it is agreed that by doing so may/will put the student at risk from harm.

All staff, governors and volunteers will be subject to a full enhanced DBS check which is renewed every 3 years. Volunteers who are here for very short periods of time (less than a week, or a day visit) are never unsupervised at all times while on site, and where appropriate, if they hold a current DBS they are asked to bring that with them while visiting the school. Visiting guest speakers are researched and verified by the DSL in advance of their visit.

The school has a staff code of conduct policy, which is on the school web site and forms part of the induction training for all new staff.

Early Help

If staff members have any concerns about a child (as opposed to a child being in immediate danger) they will need to decide what action to take. Where possible, there should be a conversation with the designated safeguarding lead to agree a course of action, although any staff member can make a referral to children's social care. Other options could include referral to specialist services or early help services and should be made in accordance with the referral threshold set by the Local Safeguarding Children Board. Early Help also refers to the completion of a CAF and the accessing of in-school support such as the School Counsellor, BBBS etc... If anyone other than the designated safeguarding lead makes the referral, they should inform the designated safeguarding lead as soon as possible. The local authority should make a decision within one working day of a referral being made about what course of action they are taking and should let the referrer know the

outcome. Staff should follow up on a referral should that information not be forthcoming.

If, after a referral, the child's situation does not appear to be improving, the designated safeguarding lead (or the person who made the referral) should press for reconsideration to ensure their concerns have been addressed and, most importantly, that the child's situation improves.

If early help is appropriate, the designated safeguarding lead should support the staff member in liaising with other agencies and setting up an inter-agency assessment as appropriate.

If early help or other support is appropriate, the case should be kept under constant review and consideration given to a referral to children's social care if the child's situation does not appear to be improving.

If a teacher, in the course of their work in the profession, discovers that an act of Female Genital Mutilation appears to have been carried out on a girl under the age of 18, the teacher must report this to the police.

Child in Immediate Danger

If a child is in immediate danger or is at risk of harm, a referral should be made to children's social care and/or the police immediately.

Review Procedures

1. Staff Training:

- The Designated Safeguarding Lead and deputies will undertake refresher training once every 2 years as a minimum with an annual update.
- All members of The Advisory Body, staff and volunteers will undertake refresher training once every 3 years as a minimum.
- All new members of The Advisory Body, staff and volunteers will also undertake induction training on Child Protection/safeguarding.
- All staff will have read and understood part 1 of KCSIE September 2016.

Eden Park High School staff training procedures will ensure that:

- All staff will be kept up to date on safeguarding issues, including annual training and will be able to identify concerns and understand protocol to protect and safeguard students.
Appendix 1 Dealing with a disclosure of abuse..
- All staff are made fully aware of their responsibilities in reporting concerns regarding a colleague's behaviour.
Appendix 2 Recognising signs of abuse.

2. Each term the Designated Safeguarding Lead will review all cases and evaluate how well the school managed the cases. The following procedure will be used as a guideline:
 - Were the “Keeping Children Safe in Education” guidelines followed?
 - Were the records produced appropriate?
 - Did the external agencies respond appropriately?
 - How was the involvement of family members dealt with?
 - Was the case well managed ‘by the school’, are improvements needed?
3. All staff have access to the Safeguarding policy and all new staff are given a copy as part of their induction training.
4. The Advisory Body will receive regular reports about all child protection/safeguarding matters ie: numbers of CP referrals and allegations against staff.
5. The Designated Safeguarding Lead will take part in regular de-briefing sessions through line management.

Legislative Protocol

1. Allegations against staff:

- We understand that a student may make an allegation against a member of staff. If such an allegation is made the member of staff receiving disclosure will:
 - Take the allegation seriously
 - Inform the Designated Safeguarding Lead/Officer/Headteacher immediately
 - Accurately record what they have been told/observed and respect confidentiality
- The Headteacher will discuss the allegation with the L.A. Designated Officer (Lead Officer for Education Safeguarding - LADO)
- If the allegation is made against the Headteacher then the Designated Safeguarding Officer will inform the Chair of The Advisory Body and they will discuss the allegation with the L.A Designated Officer (LADO).
- The school will refer to the following documents in relation to managing the allegation:
 - London and Bromley’s Safeguarding Children Board Protocol
 - Safeguarding Children-Safer Recruitment in Education
 - London Child Protection Procedures
 - Keeping Children Safe in Education

2. Safer Recruitment

- Eden Park High School will implement their responsibilities for safer recruitment as recommended in updated Safeguarding Children and Safer Recruitment legislation.
- The Headteacher will complete the NCSL Safer Recruitment training.

- All SLT will complete the Safer Recruitment training.
- All staff offered positions within the school have offers made subject to an enhanced DBS check
- Enhanced DBS checks are renewed for all staff every 3 years.

CHILD PROTECTION REFERRALS

CHILD PROTECTION REFERRALS WILL ONLY BE MADE BY THE DESIGNATED CHILD PROTECTION/SAFEGUARDING OFFICER OR A NOMINATED DEPUTY

All members of staff and volunteers at Eden Park High School are expected to be vigilant and look out for:

- Sudden changes in student behaviour
- Students becoming withdrawn
- Unexplained bruising/injury
- Reluctance to leave the classroom because “something” needs to be discussed
- Conversation in which a student reveals information of a worrying nature.

Any member of staff who has reason to be concerned should always act in the best interest of the student and inform the Designated Safeguarding Lead of their concerns, any signs of abuse, and details of the student’s disclosure, and any anxieties about the family.

The Designated Safeguarding Lead will contact the agencies below. In a circumstance where neither the Designated Safeguarding Lead, the Headteacher nor a line manager is available, staff can also contact these agencies.

MASH TEAM (Bromley)
mash@bromley.gov.uk
 0208461 7373/7379/7026

MASH TEAM (Lewisham)
MASHagency@lewisham.gov.uk
 02083149181

Bromley Social Out of Hours
 02084644848

The duty social worker will be contacted if the Designated Safeguarding Lead is unsure about whether or not a referral should be made.

All referrals should be submitted using the appropriate referral forms. In cases of serious and urgent concerns about a student's welfare the referral can be made over the telephone and followed up in writing within 72 hours.

Parents/guardians should always be informed that the referral has been made unless it is agreed that by doing so will put the student at risk from harm.

1. Early Help

Eden Park High School uses the CAF as an assessment tool to facilitate early intervention and co-operation between agencies to improve outcomes for students. This might be because:

- We are concerned about a student's health and general wellbeing
- We are concerned about their appearance
- A student has poor attendance
- We are concerned about a student's behaviour
- A student's parent/guardian has asked for support
- We need the input of external professionals to help us identify the needs of a student.

Eden Park High School will use the CAF as a means of referral to Children Social Care except in the most urgent situations.

2. Child Protection Case Conferences

It would be usual for the Designated Lead to attend conference.

If invited, staff will be given priority to attend.

A full report is produced and sent on 5 days prior to the conference as required by the BSCB, assuming TRS staff are informed in good time.

The Designated Safeguarding Lead can be contacted via x200, and Nancy Eames on 222.

The designated teachers contact no. is:

Mr Mark O'Shaughnessy: 02084600083 x209
Mobile: 07718 972866

Mrs Emily Codling 07725211745

The local services contact number is:
0208 464 3333