

## Safeguarding and Child Protection Policy

**It is the responsibility of all Cathedral Schools Trust employees and volunteers to familiarise themselves with the contents of all Trust policies and any amendments hereafter.**

### Policy history

1. Taken to the Cathedral School Trust board December 2017.
2. Approved by Cathedral Schools Trust board 4<sup>th</sup> December 2017

<b>VERSION</b>	<b>Final</b>	
<b>APPROVED</b>	<b>4<sup>th</sup> December 2017</b>	
<b>REVIEW DATE</b>	<b>Annually</b>	
<b>SIGNED CHIEF EXECUTIVE</b>		<b>PRINT NAME N Blundell</b>
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## **Contents**

1. The Background Framework to the Policy
  2. Introduction
  3. Roles and Responsibilities
  4. Process/Procedures
  5. Definitions for Referral
  6. Categories of Risk
  7. Policy Statement
  8. Inter-relationship with other CST Policies
  9. Involvement of Outside Agencies
  10. Review
  11. Resources
- Appendix 1 FGM  
Appendix 2 Radicalisation  
Flow Chart 1 - Referral  
Flow Chart 2 - Urgent Action to Safeguard Children

# Cathedral Schools Trust

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## **1. THE BACKGROUND FRAMEWORK TO THE POLICY**

This is a statutory policy for schools as published by the Department for Education – September 2015

## **2. INTRODUCTION**

Cathedral Schools Trust (CST) believes that the welfare and safety of children in their academies'/free school's care is of paramount importance. It seeks to create and maintain a safe environment for children and young people, and manage situations where there are child welfare concerns by:

- ensuring there is a designated senior member of staff for Child Protection
- ensuring where possible each academy/free school has a designated deputy safeguarding lead
- ensuring this Safeguarding and Child Protection Policy is reviewed regularly in response to changing legislation
- ensure that the head teachers and managers make all staff and volunteers they are responsible for aware of these procedures and act upon them where necessary

## **3. ROLES & RESPONSIBILITIES**

### **THE TRUST**

CST will establish the policy for Child Protection and Safeguarding in consultation with the head teacher, staff and child protection and safeguarding legislation.

### **THE HEAD TEACHER**

Will be responsible for the implementation and day to day management of the policy and procedures in conjunction with the designated member of staff for Child Protection.

### **THE DESIGNATED SENIOR MEMBERS OF STAFF FOR CHILD PROTECTION AND SAFEGUARDING**

Each academy/free school has a senior member of staff with designated responsibility for Child Protection, and may have a designated deputy safeguarding lead. They will act as a source of expertise and advice and are responsible for co-ordinating action within the institution and liaising with other agencies. In the event these members of staff are not available – concerns should be reported to a member of staff who is CP trained and/or the head teacher.

### **STAFF**

All staff, not just the designated members of staff, have a responsibility to be alert to signs of abuse including \*FGM (female genital mutilation), radicalisation or neglect and to whom they should report concerns or suspicions. Where teachers and other staff see signs which cause them concern they may have the opportunity to seek information from the child, with tact and sympathy. If not, or if the child's responses do not dispel suspicion, staff should immediately make their concern known to the designated senior member of staff and it is that designated member of staff's responsibility to ensure that an appropriate course of action is taken that will lead to the protection of the child. If the designated senior member of staff is unavailable the matter should be referred to a member of staff who is CP trained and/or the head teacher.

\*All staff members have a duty to report concerns they may have about girls at risk of FGM to the police and social services, as well as the appropriate members of staff.

# Cathedral Schools Trust

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## **PARENTS AND CARERS**

Parents/carers will be informed of any action or referral made by the academy/free school to Social Services as soon as possible, either by the academy/free school or Social Services. However, there may be circumstances when it may not be appropriate for parents to be informed immediately.

## **PUPILS**

Pupils, although encouraged to talk about difficulties to members of staff, will be made aware that no information or disclosure can be kept in complete confidence.

## **4. PROCESS / PROCEDURE**

The procedures arising from this policy have been devised by the Senior Leadership Team of Cathedral Schools Trust (CST) in conjunction with the Bristol City Council Child Protection procedures. The referral route and guidance is published in the staff handbook.

## **5. DEFINITIONS FOR REFERRAL**

### **CHILD ABUSE:**

“When a child can be shown to have suffered ill-treatment or impairment of health or development as a result of physical, emotional or sexual abuse or neglect, and professional judgment is that further ill-treatment or impairment is likely.”

- **Physical injury** – hitting, shaking, throwing, poisoning, burning, scalding, suffocating, deliberately causing ill health.
- **Neglect** – failure to meet a child’s basic physical and/or psychological needs, not providing food, shelter, clothing, failure to protect from physical danger, failure to access medical care, neglect of basic needs.
- **Sexual abuse** – forcing or enticing a child or young person to take part in sexual activities, includes penetrative acts, watching sexual activities or looking at pornographic material.
- **Emotional abuse** – persistent emotional abuse of a child, making them feel worthless, inadequate, frightened, exploited, corrupted, in danger.
- **FGM** – all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs whether for cultural or non-therapeutic reasons. (see appendix 1)
- **Radicalisation** – exposure to intolerant or extremist views. (see appendix 2)

## **6. CATEGORIES OF RISK**

The level of risk will determine the urgency and type of intervention taken by Social Services:

- Definite risk of significant harm
- Possible risk of future significant harm
- No risk of significant harm
- Child in Need.

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## 7. POLICY STATEMENT

Our policy applies to all staff, governors and volunteers working in an academy/free school

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

We recognise that because of the day-to-day contact with children, academy/free school staff are well placed to observe the outward signs of abuse. The academy/free school will therefore endeavour to:

- Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to.
- Ensure children know that there are adults in the academy/free school; whom they can approach if they are worried.
- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse.

To support our policy we will follow the procedures set out by the Bristol Safeguarding Children Board and take account of guidance issued by the Department for Education which includes:

- Ensuring we have a designated senior member of staff for child protection who has received appropriate training and support for this role.
- Ensuring we have a nominated trustee responsible for child protection.
- Ensuring that every member of staff (including temporary and supply staff and volunteers) knows the name of the designated senior member of staff responsible for child protection and their role.
- Ensuring all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person responsible for child protection.
- Ensuring that parents have an understanding of the responsibility placed on the academy/free school and staff for child protection.
- Developing effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences where necessary.
- Keeping written records of concerns about children, even where there is no need to refer the matter immediately.
- Ensuring all records are kept securely; separate from the main pupil file, and in locked locations.
- Developing and then following procedures where an allegation is made against a member of staff or volunteer.
- Ensuring safe recruitment practices are always followed.

We recognise that children who are abused or witness violence may find it difficult

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to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. The academy/free school may be the only stable, secure and predictable element in the lives of children at risk. When at the academy/free school their behaviour may be challenging and defiant or they may be withdrawn. The academy/free school will endeavour to support the pupil through:

- The content of the curriculum.
- The academy/free school ethos, which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The academy/free school behaviour policy, which is aimed at supporting vulnerable pupils in the academy/free school.
- Ensuring that the pupil knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred.
- Liaison with other agencies that support the pupil such as social services, Child and Adult Mental Health Service, education welfare service and educational psychology service.

## **8. INTER-RELATIONSHIP WITH OTHER CST POLICIES**

In order for the Child Protection Policy to be effective a clear relationship with other CST policies particularly equality of opportunity, special needs, looked after children and anti-bullying, have been established.

## **9. INVOLVEMENT OF OUTSIDE AGENCIES**

CST works positively with outside agencies and is aware of the need for a multidisciplinary, inter-agency response.

## **10. REVIEW**

The head teachers and designated members of staff for child protection, in consultation with the staff, will undertake systematic monitoring and conduct regular reviews of safeguarding and child protection paying particular attention to the behaviour, attendance and progress of those children known to be on the Child Protection Register. The head teacher, designated teacher and the Trust board will regularly review this policy and associated procedures to ensure its continuing appropriateness. The outcome of the review will be communicated to all those involved, as appropriate.

## **11. RESOURCES**

Local safeguarding board: [http://www.swcpp.org.uk/swcpp/swcpp\\_local.htm](http://www.swcpp.org.uk/swcpp/swcpp_local.htm)

Further information on safeguarding children can be found at:

[www.gov.uk/schools-colleges-childrens-services/safeguarding-children](http://www.gov.uk/schools-colleges-childrens-services/safeguarding-children)

## **APPENDIX 1 FGM**

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CST believe that all our pupils should be kept safe from harm.

It is illegal in the United Kingdom to allow girls to undergo female genital mutilation either in this country or abroad. People guilty of allowing FGM to take place are punished by fines and up to fourteen years in prison. We have a duty to report concerns we have about girls at risk of FGM to the police and social services.

Girls are at particular risk of FGM during school summer holidays. This is the time when families may take their children abroad for the procedure. Many girls may not be aware that they may be at risk of undergoing FGM.

UK communities that are most at risk of FGM include Kenyans, Somalis, Sudanese, Sierra Leoneans, Egyptians, Nigerians and Eritreans. However, women from non-African communities that are at risk of FGM include Yemeni, Kurdish, Indonesian and Pakistani women.

Indications that FGM has taken place:

Prolonged absence from school with noticeable behaviour change – especially after a return from holiday.

Spend long periods of time away from the class during the day.

A pupil who has undergone FGM should be seen as a child protection issue.

Indications that a child is at risk of FGM:

The family comes from a community that is known to practice FGM - especially if there are elderly women present.

In conversation a pupil may talk about FGM.

A pupil may express anxiety about a special ceremony.

The pupil may talk or have anxieties about forthcoming holidays to their country of origin.

Parent/Guardian requests permission for authorised absence for overseas travel or you are aware that absence is required for vaccinations.

If a woman has already undergone FGM – and it comes to the attention of any professional, consideration needs to be given to any Child Protection implications e.g. for younger siblings, extended family members and a referral made to Social Care or the Police if appropriate.

Procedures CST has in place:

CST has decided to take proactive action to try to protect and prevent female pupils being forced to undertake FGM. They do this in 4 ways:

1. A robust attendance policy that does not authorise holidays, extended or otherwise.
2. FGM training for Child Protection leads and disseminated training for all staff at the front line dealing with the children.
3. Comprehensive PSHE and Relationship education delivered to all pupils with a discussion about FGM with all girls.
4. Academies/free school will whenever possible identify the names of pupils who might be at risk of FGM and ensure that they are monitored around the crucial times, particularly coming up to the summer holiday.

## **APPENDIX 2 RADICALISATION**

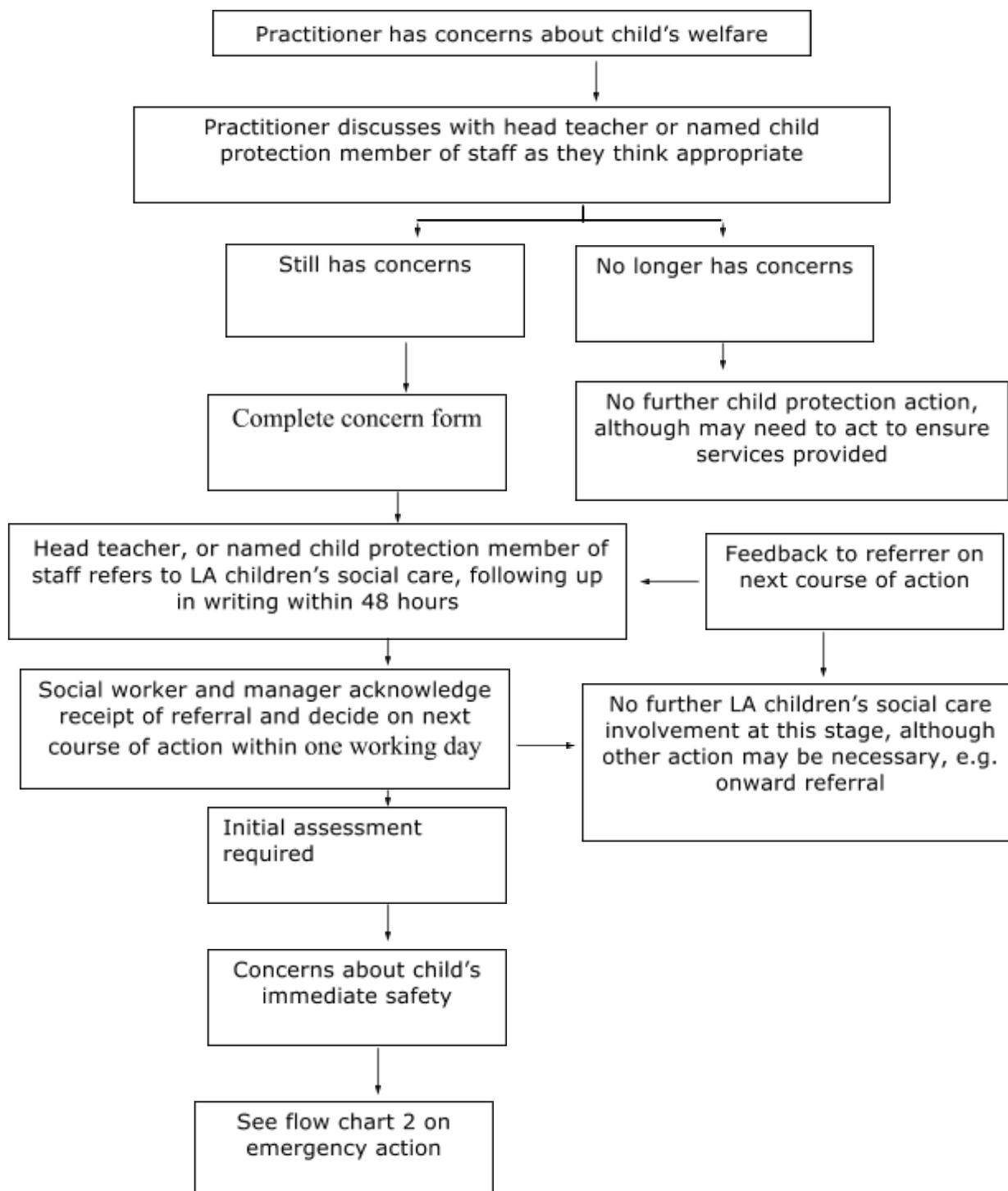
Every member of staff recognises that safeguarding against radicalisation and extremism is no different to safeguarding against any other vulnerability in today's society. The academy/free school will endeavour to protect vulnerable individuals from being radicalised or exposed to extremist views, by identifying who they are and promptly providing them with support.

All staff are aware through training of the need to protect children from the risk of radicalisation. CST recognises the Prevent Duty and that the Channel Programme can provide support when it is appropriate to make a referral.

CST does not accept the espousal of extremist views from anywhere or by anyone and will instigate a process for investigation if such views come to their attention.

If a member of staff or parent or pupil or member of the public or any statutory agency have concerns that extremist views are being propagated within an academy/free school or involving pupils outside of the school they should report them immediately to the senior member of staff with designated responsibility for child protection and/or the head teacher.

## FLOW CHART 1 – REFERRAL



## **FLOW CHART 2 – URGENT ACTION TO SAFEGUARD CHILDREN**

