



St Joseph's Primary School

Child Protection Policy

Updated January 2025

This policy has been written by the school, building on national best practice, East Renfrewshire Council and National Guidance for Child Protection in Scotland 2014.

Convention on the Rights of the Child

Article 19: Children have the right to be protected from being hurt and mistreated, physically or mentally. Governments should ensure that children are properly cared for and protect them from violence, abuse and neglect by their parents, or anyone else who looks after them.

Article 28: Young people should be encouraged to reach the highest level of education they are capable of.

Article 29: Children's education should develop each child's personality, talents and abilities to the fullest. It should encourage children to respect others' human rights and their own and other cultures.

Rational

Child protection refers to the processes involved in consideration, assessment and planning of required action, together with the actions themselves, where there are concerns that a child may be at risk of harm.

Safeguarding

This is a much wider concept than child protection and refers to promoting the welfare of children, young people and protected adults. It encompasses protecting from maltreatment, preventing impairment of their health or development, ensuring that they are growing up in circumstances consistent with the provision of safe and effective care, and taking action to enable all children, young people and protected adults to have the best outcomes.

Child protection is part of this definition and refers to activities undertaken to prevent children suffering, or being likely to suffer, significant harm.

[Child Protection and Safeguarding Policy Education Scotland 2023](#)

In St Joseph's Primary School we recognise that we have a duty of care to protect all pupils attending our school.

We aim to:

- create an ethos where children are listened to and their concerns are heard
- develop confident individuals who can express their thoughts and feelings
- increase staff knowledge and confidence and ensure they are trained in Child Protection
- share appropriate information with other agencies and other schools at transition, to protect our children

- ensure information is managed confidentially and effectively
- include information about Child Protection procedures in our school handbook and on our website
- monitor our practice and review regularly to ensure it meets the needs of and protects our children

We promote a positive ethos in St Joseph's through:

- opportunities for children to express their thoughts and feelings and for their opinions to be taken seriously
- Health and Wellbeing (HWB) programmes which develop children's skills and help to keep them safe
- training for all staff in Child Protection
- opportunities to ensure we best meet the needs of our children through discussion with other agencies at meetings such as Joint Support Team, transition and review meetings
- information to parents about Child Protection procedures (school handbook and website)
- systems which allow information to be recorded, monitored and held securely

Introduction

Child Protection – legal issues

- Child abuse is a criminal offence which can involve prosecution in the Criminal Courts
- Child abuse is the concern of the Child Protection system
- In the absence of criminal prosecution or conviction, the Children's Hearing system can act to protect a child

In St Joseph's Primary, we follow East Renfrewshire Council's Guidelines on Child Protection as outlined in their Standard Circular 57. A copy of this can be found on the council intranet

Standard Circular 57 details types and indicators of risk.

- Physical injury
- Physical neglect
- Sexual abuse
- Emotional abuse
- Non organic failure to thrive

If a member of staff has a concern or a child discloses information (related to Child Protection), this information must be **reported to the school Child Protection Officer immediately**.

You have a concern because of:

- a specific incident, something you see or hear or hear about
- a disclosure made by a child or young person or parent/carer
- information from a third party
- adult behaviour/circumstances that may place the child or young person at risk of harm
- child/young person behaviour/circumstances that may place the child or young person at risk of harm
- a culmination of minor concerns over a period of time.

What to do if you have a concern:

- Consider the wellbeing and safety of the child or young person - listen and reassure

- Be calm, don't panic.
- Act on your concern. Don't ignore.
- Don't agree to keep it secret.
- Do not interrogate but note what you observe, what you hear, what you are told. Be specific re concerns.
- Don't discuss generally with colleagues but do Inform the CP coordinator without delay
- Don't feel daft – your concern might be part of a bigger picture

It's everyone's job...

'Everyone has a responsibility to protect children and young people. Every child, young person has a right to feel safe and protected from any situation or practice which may result in harm. Above all, the welfare of children and young people is the paramount consideration and we must work together to ensure they are protected.'

Education Scotland Policy. Procedures and Guidance for Safeguarding

Roles and Responsibilities

In St Joseph's Primary the Head Teacher, **Suzanne Martin**, is the Child Protection Officer. In her absence, staff should report concerns to the Depute Head Teacher, Karen Wynne.

All members of staff have a role and responsibility in ensuring that children are safe, well and protected. The five main responsibilities are:

1. training
2. prevention
3. reporting
4. cooperative working with other agencies
5. support

Head teacher

The Head Teacher will have overall responsibility for Child Protection issues and should be the first person staff or parent / carer informs in the event of any suspicions. The Head Teacher is also responsible for:

- annual Child Protection training of all staff in August (Safeguarding PowerPoint Standard Circular 57)
- ensuring training of new staff who join St Joseph's after the annual training has been delivered
- maintaining a log of Child Protection training
- ensuring the school is a safe environment for children
- reporting and responding appropriately to any Child Protection incidents
- informing and cooperating with other agencies by attending meetings, providing reports and information
- supporting children, parents and staff who are involved in the Child Protection process

Depute Head Teachers

Depute Head Teacher, **Karen Wynne**, will take on all responsibilities and duties in the absence of the Head Teacher. All Depute Head Teachers are also responsible for:

- ensuring temporary and student staff in school have received training on ERC's policy for Child Protection
- providing information and reports as required

Children spend most of the school day with their teacher. Teachers are often the first person to observe a change in behaviour or the first person in whom a child confides.

Teachers: All teachers will

- attend Child Protection training and implement guidelines as directed
- complete the training log
- use the curriculum to develop children's knowledge and skills
- report any Child Protection incident immediately to the Head Teacher
- complete any required reports, attend relevant meetings or discuss any child with appropriate agencies

All Staff: All staff will:

- attend Child Protection training and implement guidelines as directed
- complete training log
- report any incident / suspicion to Head Teacher immediately

Next Steps

Following reporting of incident / issues, the Head Teacher will:

- consult with Head of Service, Social Services or other appropriate agencies
- complete relevant referral paperwork and send copies as instructed in Standard Circular 57
- record all referrals on Significant Events Chronology which is filed in locked filing cabinet
- support pupil involved and support staff member who has reported abuse

Parents / Carers are asked to:

- use given literature to familiarise themselves with both ERC and school Child Protection policies
- inform the school of any incidents
- co-operate with the school and with appropriate agencies (as required)