

# Child Protection and Safeguarding Policy

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# Foreword

At Woodfarm High School, we actively promote the welfare and wellbeing of all children, young people and adults we work with and for.

In particular, as an organisation we are committed to ensuring:

- children's and young people's rights to care and protection from harm in any form are firmly upheld as outlined within [United Nations Convention on the Rights of the Child \(UNCRC\)](#)
- we fulfil our legislative duties related to safeguarding, including child protection;
- the interests of all Woodfarm High staff are safeguarded as they go about their work and engage with learners of all ages; and
- all staff within Woodfarm High School, including partner agency personnel, are suitably trained in how to respond to safeguarding matters.

# Safeguarding Policy

This policy provides the framework within which Woodfarm High School staff, individually and collectively, can understand their responsibilities in relation to safeguarding, child protection and promoting the welfare of children and young people.

## What do we mean by Child Protection and Safeguarding?

**Child Protection** - 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 from abuse, neglect or exploitation.

**Safeguarding** - This is a much wider concept than child protection and refers to promoting the welfare of children and young people. 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 and young people to have the best outcomes.

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

The approach to safeguarding in Scotland is directly linked to Getting It Right for Every Child (GIRFEC) which promotes action to improve the wellbeing of every child and young person. Safeguarding is a concept that is embedded and that runs through our curriculum. The aim is to support the development of their knowledge, skills and resilience to keep themselves safe and protected, and to develop an understanding of the world so that they can respond to a range of issues and potential risky situations arising throughout their lives.

As such, we work to ensure that safeguarding permeates our leadership, values, vision, the curriculum, learning and teaching, positive relationships approach, and suchlike.

**In all of our work, the needs, interests and wellbeing of children and young people must be put above the needs and interests of all others. Hence, this Policy and the guidance contained within it must have priority over all other policies and advice.**

# Responsibilities

## Woodfarm High School staff will :

Woodfarm High School staff will enable children, young people and adults to be safe, nurtured, achieving, healthy, active, included, respected and responsible; and our children and young people to become successful learners, confident individuals, responsible citizens and effective contributors.

Safeguarding is the responsibility of everyone in Woodfarm High School regardless of their individual role.

This policy, together with appropriate professional learning supports our staff in fulfilling their safeguarding responsibilities and duties.

## We will do this by:

- always putting the needs of, and desired outcomes for, children and young people at the forefront;
- promoting high quality equitable outcomes for all learners by eliminating inequity that exists amongst learners from different backgrounds and particular vulnerable groups.

In carrying this out, Woodfarm High School staff recognise their professional and legal obligations to protect children and young people, particularly those at risk. Woodfarm High School staff will promote safe practice to protect children, young people and adults from harm, abuse and exploitation.

## This policy aims to ensure that:

- Woodfarm High School operates a robust and safe selection and appointment process (in line with ERC policy) which requires all employees who have opportunities to engage regularly with children in the course of their normal duties be members of the Protecting Vulnerable Groups (PVG) Scheme and to participate in relevant professional learning;
- during all forms of engagement, we create a safe environment for children, young people, and the adults who work with them;
- Woodfarm High School staff are equipped with the information, knowledge, support and guidance to keep children and young people, safe and protected; and
- we take account of local inter-agency child protection guidelines to safeguard and protect any group at risk, including children and young people.

## Principles of this Policy

- The welfare and rights of all children and young people are always the primary concern;
- Protecting children and young people is everyone's responsibility;
- Every child and young person should be treated as an individual and has a right to a

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positive sense of identity. UNCRC Article 8 (right to preserve identity);

- All children and young people have the right to be protected from all forms of abuse, neglect and exploitation. UNCRC Article 19 (protection from all forms of abuse or neglect);
- All children and young people have the right to express their views on matters affecting them. UNCRC Article 12 (right to have views taken into account on all matters that affect them).

### To promote these principles we will:

- treat everyone with respect and encourage children and young people to respect others;
- promote the rights, including privacy and dignity, of children and young people as defined by the [United Nations Convention on the Rights of the Child \(UNCRC\)](#);
- respect confidentiality and only share information and concerns about children and young people with those who need to know;
- take action to stop any inappropriate verbal or physical behaviour and emotional abuse, including bullying;
- treat all concerns and allegations seriously and respond appropriately, operating within our agreed policy, procedures and guidance; and
- refer our concerns, not investigate.

### We will support all our staff and ensure they:

- are supported through appropriate professional learning to raise their awareness of the need for safeguarding children and young people, know their responsibilities and are familiar with the procedures to follow when they have concerns; and
- take actions to respond to allegations, suspicions or incidents of abuse and ensure all safeguarding concerns are shared with the child protection coordinator, Head Teacher, (or appropriate member of staff in their absence) in order that they can take appropriate action.

We will support and promote the development of the Getting It Right For Every Child approach to safeguarding' through a responsive, flexible and inclusive curriculum. The aim is to support the development of children's and young people's knowledge, skills and resilience to keep themselves safe and protected and to develop an understanding of the world so that they can respond to a range of issues and potential risky situations arising throughout their lives.

### Senior Leadership Team will:

- ensure that Woodfarm High School policies, procedures and guidance on managing safeguarding are reviewed at least annually and kept up to date in line with East Renfrewshire Council policies, Scottish Government and relevant legislation; and
- inform staff of Woodfarm High School's policy and procedures and make them aware of their roles and responsibilities in recognising and acting upon indicators that a child or young person's welfare or safety may be at risk.
- ensure that staff are clear of protocols and take positive actions to respond to allegations, suspicions or incidents of abuse;

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- record all concerns using relevant safeguarding reports, and monitor follow-up activity to ensure all appropriate action is taken;
- monitor the nature and the outcome of causes of concern to identify patterns.

# Safeguarding Procedures Flowchart

Staff member becomes aware of a potential child protection issue.

If a young person seeks out a member of staff to tell them about a worry or a concern.

Staff member should:

- Be supportive and assure info will only be shared with those who need to know.
- Listen and don't ask too many questions.
- Reassure the child.
- Record in child's own words what they have said.
- Sign and date any notes.



Staff member raises concern with Head Teacher (G. Boyle) or Child Protection Coordinator (G. Lamb).



Head Teacher or Child Protection Coordinator may seek advice from Request for Assistance Team on course of action, if any to be taken.



If HT considers child is at risk of abuse a Child Protection Referral should be made by calling the Social Work Request for Assistance Team.

A Child Protection Referral Form should be completed and a copy sent that day to:

- Social Work request for Assistance
- Lead Officer (HT)
- Head of Education (Equality & Equity)
- Principal Educational Psychologist (if child has ASN)
- School Nurse



Where a child is in immediate danger, the police should be contacted by the Head Teacher or Child Protection Coordinator.



# Policy and legislative context

[The Children & Young People \(Scotland\) Act](#) places a duty on schools and local authorities to safeguard and promote the welfare of all children.

Safeguarding sits within the context of the wider [Getting it right for every child \(GIRFEC\)](#) approach, and the [UN Convention on the Rights of the Child](#).

All children and young people have the right to be cared for and protected from harm and abuse and to grow up in a safe environment in which their rights are respected and their needs met. Children and young people should get the help they need when they need it and their safety is always paramount.

Getting it right for every child (GIRFEC) promotes action to improve the wellbeing of all children and young people in eight areas. Wellbeing indicators aspire for all children and young people to be healthy, achieving, nurtured, active, respected, responsible, included and, above all in this context, safe. The primary indicator for child protection is to keep a child safe and, in so doing, attention is given to other areas of wellbeing as appropriate.

In addition to the Convention, the [Children's Charter](#) was drawn up following consultation with children and young people as part of the Scottish Government's child protection reform programme. The Charter sets out a list of demands children should feel entitled to make including the need to be safe.

The [National Guidance for Child Protection in Scotland 2021 \(updated 2023\)](#) provides a national framework within which agencies and practitioners at local level – individually and jointly – can understand and agree processes for working together to support, promote and safeguard and the wellbeing of all children. It sets out expectations for strategic planning of services to protect children and young people and highlights key responsibilities for services and organisations, both individual and shared. All agencies, professional and public bodies and services that work with children and their families have a responsibility to recognise and actively consider potential risks to a child, irrespective of whether the child is the main focus of their involvement. They are expected to identify and consider the child's needs, share information and concerns with other agencies and work collaboratively with other services to improve outcomes for the child.

Our child protection policy pays due attention to equality and diversity issues. All children and young people should be listened to, respected and responded to. There should be no discrimination on the grounds of race, disability, gender, age, sexual orientation, religion or belief, gender reassignment or on the basis of pregnancy and maternity in line with [The Equality Act 2010](#).

Education staff have a support and monitoring duty within the context of safeguarding in relation to Prevent, Section 26 of the Counter-terrorism and Security Act, 2015, which places a duty on us to have 'due regard to the need to prevent people being drawn into terrorism'

[Prevent Duty Guidance](#)