



Child Protection Policy

Rationale

Annette Street Primary provides educational experiences for children ages 4-11 years. We strive to create an atmosphere in which children feel safe, valued and respected. This nurturing environment encourages the children to feel positive about themselves as they are part of a community which promotes self-esteem and self-worth.

Aims

- work in partnership with each other and parents
- promote the welfare of the children
- build relationships of trust and support
- create an atmosphere where children, parents and staff are able to raise concerns regarding safety and welfare in the knowledge that these will be dealt with sensitively and confidentially

Objectives

- Annette Street Primary recognises its legal duty to work together with other agencies to **protect children from harm**.
- We consider child protection to be extremely important and are committed to ensuring that resources are available to enable necessary action to be taken, including resources for staff training in child protection issues and the release of staff from normal duties to attend relevant meetings or write reports where necessary.
- Where members of staff have concerns about any child which may indicate physical abuse, emotional abuse, sexual abuse or neglect they are required to report those concerns in writing, using the appropriate forms (appendix 3), to the Child Protection Co-ordinator (Head Teacher - Jem Anderson, or in her absence DHT - Wendy English).
- Members of staff neither conduct investigations nor decide whether or not children have been abused. This is a matter for statutory agencies that specialise in these matters. Child protection concerns about children in this centre will be discussed with, or referred to, the statutory agencies responsible for investigating them.
- All members of staff within this school are familiar with the signs of abuse, the procedures for reporting it, Management Circular 57, and the procedures regarding receiving disclosures from children.

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- Child protection issues are addressed within this school through appropriate areas of the curriculum, especially in Health and Wellbeing.
- This school adopts an open and accepting attitude towards families as part of its responsibility for safeguarding children. Staff members hope that children and parents will feel free to talk about concerns, and will see the school as a safe place when there are difficulties.
- Where children seek help from members of staff, their worries and concerns are taken seriously. Members of staff cannot, however, guarantee absolute or individual confidentiality when concerns are such that a referral needs to be made to the appropriate agencies.
- Any complaint regarding the behaviour of a member of staff may be made to the Head Teacher. All complaints are dealt with on the understanding that all those involved, both children and staff members, are entitled to a fair hearing. Any complaint which raises a child protection issue will be reported by the school under local inter-agency procedures. If parents are not satisfied with the school's response, the parent can contact the Area Manager.

Guidelines

1. It is the obligation of all individual members of staff to report suspicion of abuse to the Child Protection Co-ordinator (Head Teacher -Jem Anderson or in her absence Wendy English - DHT).
2. The procedures laid down in the circular will then be implemented by the Child Protection Co-ordinator.
3. It is important that school staff protect themselves from allegations of abuse by following the correct protocol.
4. The policy folder contains all of the relevant appendices and procedure which is followed.
5. All relevant children's records are stored in the filing cabinet in the locked cupboard in the main office.

Summary of responding to disclosure

Staff should;

1. Listen with care
2. Reassure the child that he/she is not to blame
3. Not show disbelief or anger
4. Not give a guarantee of confidentiality
5. Take the allegation seriously
6. Affirm the child's feelings as expressed (do not tell the child how they should be feeling)
7. Avoid being judgemental about the information given by the child

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8. Avoid a 'who-done-it' approach
9. Not try to encourage 'disclosure'
10. Not speculate or accuse anybody
11. Not make promises they cannot keep
12. Record in detail what they have seen/heard - complete record of concern paperwork
13. Give the written record on Appendix 3 to Management without delay.

Signs to look for

It is important to remember that abusive situations do not have to involve active participation. If people 'sanction' abusive activity by not doing anything about it, they are contributing to the abuse by knowingly allowing it to take place.

In order to respond to and prevent abuse of children, we need to understand the nature of child abuse and what words relating to abuse mean.

Staff are required to attend annual Child Protection Training, and also familiarise themselves with the different categories of abuse, and what to look out for.

Please refer to:

National Guidance for Child Protection in Scotland, Scottish Government, 2021

Staff Protection

Staff working with children may feel particularly vulnerable at times;

- working with disruptive children
- having allegations levelled at them by children
- having allegations made by members of the public when dealing with children's' challenging behaviour within the school community (e.g. local community visits)

To protect staff and pupils, the following points should be noted:

Inappropriate actions from children

Should a child make a suggestive comment/ touch staff inappropriately/make allegations, a written record should be made to Management as soon as possible, as allowing this type of behaviour to continue could place staff in an untenable position and could be deemed a child protection issue. It is not always appropriate to rebuke the child in situations like this (as the incident may be innocent).

Children should not give extended hugs and kisses to staff - they need to be made aware of appropriate boundaries as much as staff need to protect themselves.

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Touch

Staff should always be aware of how they physically connect with children. Generally, it is only required and appropriate to touch children within the context of:

- a formal situation (such as shaking hands)
- For care/nurture taking into consideration the child's age and stage of development.
- initiating a conversation
- a child's intimate care plan
- a child's individual care plan
- Strategies suggested to aid child development from other professional agencies.

Personal care

It is sometimes necessary to assist some children with elements of their personal care within school, in context with the Health and Social Care Standards and Getting It Right For Every Child. For this reason, it is important that staff apply appropriate procedures as agreed in the child's care plan, created in conjunction with their parent/carer, which is updated regularly. It is important to remember that independence is to be encouraged throughout and that tasks the child could perform themselves are not completed by staff just to save time.

Injuries

Children sometimes, in the course of the school session, sustain accidental injuries. Staff should make sure that all injuries to children are properly recorded and witnessed by a colleague.

Suspicious of abuse

It is important that staff do not withhold any suspicions of abuse. If suspicion is present and nothing is reported, the staff member could be implicated by their silence when the matter is taken up elsewhere. This is just as important when there is suspicion of a colleague being the abuser. If nothing is reported, there may be allegations of collusion. Remember, abuse is not just defined by an action, "knowingly not preventing" also constitutes abuse. It is not staff's responsibility to investigate, but it is their duty to refer to the appropriate person.

Personal difficulty

Staff should never hesitate to seek support if a child protection matter is causing them personal difficulty. Help can also be sought for staff if they wish personal issues to be addressed, which have surfaced through dealing with a child protection issue.

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School outings

When on an educational outing, staff should ensure that the correct procedures are adhered to regarding staff supervision ratios, appropriate forms and mobile phone contact.

Inappropriate behaviour by a child in a public place

Staff may be accompanying a child on a visit who displays inappropriate or challenging behaviour whilst in a public place. It is important that staff keep themselves and the child safe without harming anyone else and that a written record of any incident be given to Management on return to school. Should a member of the public query staff as to what has happened, please invite them to contact Management where concerns will be addressed.

All staff should refer to:

- [The National Guidance for Child Protection in Scotland 2021](#)
- [Glasgow City Council Management Circular 57](#)

Policy Updated:	August 2022
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