



Child Protection & Safe Guarding Position Statement

Introduction & Rationale

All of the staff in St. Patrick's Primary School are committed to establishing an atmosphere throughout where children feel safe, secure, happy and have opportunities to reach their full potential.

"The best interests of the child must be a top priority in all decisions and actions that affect children. Schools must do all they can to make sure every child can enjoy their rights by promoting and protecting children's rights. Every child has the right to express their views, feelings and wishes in all matters affecting them, and to have their views considered and taken seriously."

(UNCRC, Article, 3, 6, 12, 16, 17, 18, 19 & 20; online)



This policy has been written by the school, building on national best practice, The Education Welfare Act (2000), Glasgow City Council guidance and GIRFEC principles. It will be reviewed systematically.



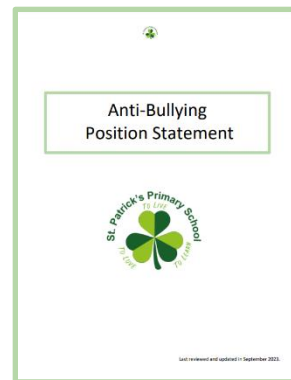
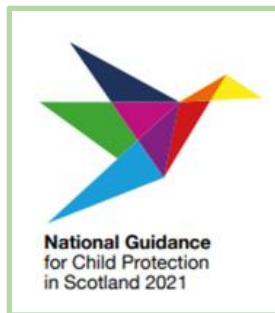
Our Rationale

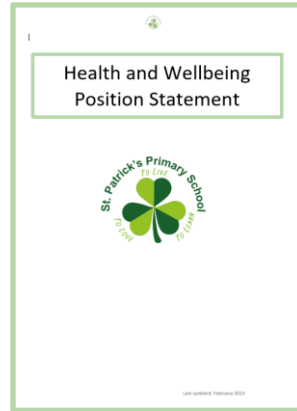
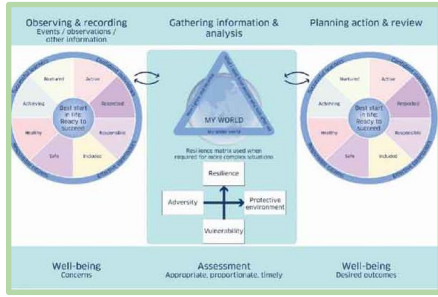
Our mission in St. Patrick's Catholic Primary School is to ensure that all of our children are safe. The entire team within St. Patrick's Primary School are committed to creating a safe environment which ensures that:

- All young people are respected and listened to.
- All young people experience a robust programme of HWB, with opportunities to explore strategies for ensuring their own well-being and personal safety.
- The entire staff team are aware of child protection procedures and participate in an annual questionnaire from 2024.
- Relevant team members, Principal Teachers, Depute Head Teacher and Head Teacher establish and maintain close working relationships with all relevant agencies to ensure that professionals collaborate effectively in safeguarding and protecting the young people within our care.

Our Procedures

The procedures for dealing with any potential child protection concerns in St. Patrick's Primary School are detailed within GCC Management Circular 57 (currently under review by GCC). Each member of the school team receives training on this at least once per academic session: this training is a mandatory part of the August in-set programme. This document should not be read in isolation but in conjunction with the Child (2022), as well as relevant school position statements; St. Patrick's Anti Bullying and St. Patrick's Health and Wellbeing position statements.





What Should I Do If I Have a Child Protection Concern?

Management Circular 57 states that should any person have a concern relating to the welfare or safety of any young person, then they must report these concerns to the relevant members of the Senior Leadership Team. Within St. Patrick's Primary School, the Child Protection Coordinator is Mrs. Mary Moore (or Acting Depute Head Teacher, Tanya Stevenson, if Mrs. Moore is unavailable). Please find one our Principal Teacher if both the Head and Depute Head are not available.

KEEPING EVERYONE SAFE IN ST. PATRICKS PRIMARY SCHOOL
Child Protection & Safeguarding Information

CHILD PROTECTION & SAFEGUARDING INFORMATION
Every child across Scotland has the right to be safe (UNCRC)

In St. Patrick's, we are committed to ensuring all of our young people feel safe, happy and able to fulfil their potential.

Our children are at the heart of everything we do here.

CHILD PROTECTION COORDINATOR (CPC)
Every school has a Child Protection Coordinator.
Mrs Mary Moore is our CPC.
Mrs Tanya Stevenson is our Depute CPC.

If both are unavailable, please see our Principal Teacher.

THINGS WHICH MAY CAUSE CONCERN...

- A specific incident you see or hear about.
- A disclosure made by a young person or carer.
- Information from a third party.
- Adult behaviour or circumstances that may place a young person at risk of harm.
- A young person's behaviour or circumstances that may place the young person at risk of harm.
- A variety of minor incidents which put together give rise to concern.

WHAT TO DO:

- Complete a copy of MC-57- Appendix 3 (Record of Concern) as soon as possible and hand to a CPC.
- Be sure to speak to your CPC officer if you need any further support.
- Situations like this can at times, be emotionally distressing. Please speak to a CPC if needed.

Contact Details:
Mrs Mary Moore
Mrs Tanya Stevenson

On behalf of the young people and all of the St. Patrick's community, thank you for taking the time to ensure everyone can be safe.

CONVENTION ON THE RIGHTS OF THE CHILD

Staff Protocols

KEEPING EVERYONE SAFE IN ST. PATRICKS PRIMARY SCHOOL
Visitors Child Protection & Safeguarding Information

CHILD PROTECTION & SAFEGUARDING INFORMATION
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WHAT TO DO:

- All visitors must sign in at the main reception and read through the child protection information.
- Please report any concerns immediately to one of the CPC coordinators.
- We kindly ask that no photographs should be taken of any children whilst in St. Patrick's.
- Please remember to sign out when you leave.

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Mrs Mary Moore
Mrs Tanya Stevenson

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CONVENTION ON THE RIGHTS OF THE CHILD

Visitor Protocols



Concerns should be reported as soon as possible to allow for prompt further investigation if necessary - **never** wait until the end of the day or the next day and always report concerns **verbally** to ensure confidentiality, **in addition to** completing MC57 Appendix 3. You can find a copy of the MC57 on the shared area under '2024 - Child Protection'.

APPENDIX 3
Education Services
Record of Concern Alert
PLEASE USE IN ALL SCHOOLS IN ALL SECTORS

This recording form must be completed by any member of Education Services staff following a report of concern to the Head of Establishment within 24 hours of the alert. The form will be held in the child's or young person's file.

1. Date of alert/serious management
Sector manager for which case reported

2. Name of child or young person

3. Nature of concern

	Reported	Please specify
a) Personal observation	<input type="checkbox"/>	
b) Reported by other staff	<input type="checkbox"/>	
c) Reported by another source	<input type="checkbox"/>	
d) Telephone call	<input type="checkbox"/>	

4. Please give brief details

Report _____ Date _____
Designation _____

Following a Raised Concern...

If anyone raises a potential child concern about a young person, the Child Protection Coordinator will follow the procedures detailed in GCC Management Circular 57. A summary of the possible actions which may be undertaken are listed below;

The Child Protection Coordinator will;

- Speak with the young person concerned to establish facts/timeline
- Risk assess and decide if there are grounds for concern
- Risk assess and decide if emergency action is required by Police Scotland or the NHS and contact them
- Contact Social Work Services via Health and Social Care Connect to raise a note of concern, or update a current allocated social worker which may already be in place for the young person - 0141 287 0555 (new cases) 0141 276 3400 (current cases)
- Notify Glasgow City Council Children and Young People Services via e-mail of the concern - scdchildrenandfamilies@glasgow.gov.uk
- Notify any necessary agency
- Record both the report from the member of staff and any subsequent action taken as a Significant Event in pastoral notes.



→ Create/Record all relevant details in a Vulnerable Pupil File - this is a red folder in St. Patrick's Primary School. Place a red dot on their PPR folder to alert the office team that they have further information locked away which will be required should the child move school etc.

Staff Feedback;

Wherever possible we aim to give you feedback on your record of concern, however more often than not, this is not possible due to data protection, incident sensitivities and the young person's right to confidentiality. Feedback will generally be to assure you that the necessary and appropriate steps have been taken in the follow-up of your concern.

The Child Protection Coordinator then will continue to;

- Cooperate fully with any case conference called by Social Work Services, Scottish Children's Reporter Association or Police Scotland with requests for help or information from relevant agencies
- Communicate information to teaching and support staff about the young person on a **need to know basis only**, ensuring confidentiality is maintained at all times.
- Assist appropriately in efforts to help the young person and family involved (SIIM meetings, Action for Children, Health and Social Care Services, CAMHS...)

The **entire team** within St. Patrick's Primary School are expected to be fully aware of their mandatory duties in relation to Child Protection. If you have any queries or require additional opportunities for professional learning, then you must notify the Child Protection Coordinator immediately and they will take the steps required to support your professional development.