



St. Leonard's Primary School & Nursery Class Child Protection Position Statement

Within St Leonard's Primary School, South Lanarkshire Council Child protection Operating Procedure A22 is adhered to at all times.

All staff working within SLC have a professional and contractual obligation to report any allegation or suspicion of child abuse immediately to the Head Teacher, as Child protection Coordinator. If the Head Teacher is unavailable, then the allegation or suspicion should be reported immediately to the Depute Head Teacher.

The Head Teacher or Depute Head Teacher will report the concern to Social Work. The Child protection Notification of Concern (CP NoC) will also be completed, as required, and sent to Social Work. Latest Pastoral Notes will be updated as appropriate.

A report should be made if:

- There is a reason to suspect a child/young person has been, or is, at risk of abuse
- An allegation is made by the child/young person against a member of staff, or any other person
- There is concern about the conduct of a member of staff, or any other person, towards a child/young person.

If a child alleges abuse, Staff should:

- Stay calm
- Do not give a guarantee of confidentiality or secrecy
- Listen with care, do not ask leading questions or interrogate the child
- Acknowledge what has been said, take the allegation seriously and reassure the child
- Record what the child has said using the child's own words
- Date, time and sign the recording
- Report the allegation immediately to the Head Teacher or Depute Head Teacher in the absence of the Head Teacher.

Child/Young Person's Absence:

In the instance of a child/young person whose name is on the Child Protection Register being absent from school, the Head Teacher, as Child Protection Co-ordinator, should be informed. If the Head Teacher is unavailable, the Depute Head Teacher should be informed.

Staff Child Protection Training:

Staff CP training takes place on the first staff development day of each new session. At this time an SLC CP Employee Briefing Note is discussed and distributed to all staff, as part of the SLC Annual Checklist process, reinforcing the procedures in SLC Operating Procedure A22. All staff complete 'SLC Child Protection' course through 'Learn online' ensuring their training is recorded.



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Visiting staff and students receive a school induction pack to ensure they are aware of the schools CP policy; this is the responsibility of the Head Teacher or in her absence the Depute Head. On an annual basis all staff receive an updated 'SLC CP Guidance for all staff in Education Resources' Concertina Leaflet. Additional Staff training takes place throughout each session as necessary.

Annual CP Check:

The Head Teacher uses the SEEMIS wellbeing tool to ensure all CP information is recorded and up to date. Regular checks are made to ensure that any new information is received and acted upon immediately.

Lorraine Leonard

Head Teacher