



# **Whinhill Primary School and Nursery Class** **Bun-sgoil Chnoc a' Chonaisg**

## **Child Protection and Personal Safety Policy**

**UNCRC Article 19 - Every child has a right to be safe.**

### **Rationale**

Whinhill's school environment is one where the children are safe, trusted, respected and valued, and where everyone's viewpoint is taken seriously with the opportunity to develop intellectually, emotionally and physically. The children are encouraged to feel positive about themselves and develop a sense of identity and pride in Whinhill Primary School and Nursery Class.

### **Aims**

- At all times the child or young person's protection and welfare must come first
- To ensure children have right to be heard, listened to and taken seriously
- To give appropriate consideration to gender, ethnicity, culture, and religious persuasion in all matters and decisions affecting them
- Children and their families have the right to be kept informed throughout any process affecting them
- To work in partnership with parents/carers to promote the welfare of our children
- To build relationships of trust where children, parents and staff are able to raise concerns about safety and welfare in the knowledge that these will be dealt with sensitively.

This policy is established in accordance with the following key legislation and guidance:

- Education (Scotland) Act 1980
- Children (Scotland) Act 1995
- Getting it Right for Every Child (GIRFEC)
- National Guidance for Child Protection in Scotland 2021 (updated 2023)

which can be accessed at:

[National Guidance for Child Protection in Scotland 2021 - updated 2023](#)

Inverclyde Council: [Inverclyde Council Child Protection Committee \(ICPC\) policies and procedures](#).

### **Responsibility of professionals**

Liz Ruddy – Head Teacher - Child protection and Prevent co-ordinator

Andrea Hunter – Depute Head Teacher – Depute Child protection and Prevent co-ordinator.

It is the responsibility of professionals to ensure children get the help they need when they need it. Action should be taken in a timely and effective way in order to protect children. All agencies and professionals should work together, assess needs and risks and develop effective plans in order to protect children.

All staff must be confident and competent to:

- contribute to a positive ethos which seeks to minimise the risk of harm;
- ensure the wellbeing of all children and young people;
- focus on prevention and early intervention strategies;
- respond professionally and effectively to any concern, in particular where there is imminent risk to a child;
- share relevant information within Education Services itself;
- co-operate on an inter-agency basis to share information which contributes to a child's wellbeing and make certain that they are familiar with the ICPC policy, education service and establishment policy; and
- know and understand their own role and responsibilities;
- complete CP Record of Concern (Appendix 3)

### **Referral Process**

School and Nursery Procedure in the event of a child protection concern:

Any concerns regarding children should be immediately reported to the Head Teacher (Child Protection and Prevent Co-ordinator) or in her absence the Depute Head Teacher. (Depute Child Protection and Prevent Co-ordinator).

Any of the following may have taken place

- A specific incident
- A disclosure made by a child or parent or carer
- Information from a third party
- Adult behaviour or circumstances that may place a child at risk of harm
- Child behaviour or circumstances that may place a child at risk of harm

It is the obligation of all individual members of staff to report any concerns to the Head Teacher, or in her absence the Depute Head Teacher. Details of the procedure laid down in Inverclyde's Protecting Children and supporting their Wellbeing policy will then be carried out timeously by the Head Teacher or his/her representative.

If a child alleges they are being abused or you have concerns the child is being abused or is at risk of harm the following procedure should be followed.

- Note what has been said, or note your concerns using appendix 3 'record of concern alert
- Report the allegation or concern to HT
- HT will report to social work or police. School does not need proof only doubt to contact social work for advice.

## Definitions of harm

- Physical abuse
- Emotional abuse
- Neglect
- Faltering growth
- Child Sexual Abuse (CSA)
- Child Sexual Exploitation (CSE)
- Criminal Exploitation
- Child Trafficking
- Female Genital Mutilation
- Forced Marriage

It has to be remembered that abuse of a child is through mistreatment or neglect of a child by a person caring for the child resulting in injury or harm. This may occur physically, emotionally, sexually or through acts of omission or through witnessing unacceptable behaviour, including use of media etc. Child sexual abuse may be defined as the sexual exploitation of a child who is not developmentally capable of understanding or resisting the contact, or of a child or adolescent who may be psychologically and socially dependent upon the perpetrator.

## PREVENT Duty and Radicalisation

The PREVENT strategy is part of the UK government's overall counter-terrorism strategy, CONTEST. In the context of safeguarding, the aim of PREVENT is to intervene early to safeguard vulnerable children and protect them from being drawn into terrorism or supporting extremism. This is a core part of the school's wider safeguarding duty.

At Whinhill Primary School, we are committed to promoting fundamental values such as democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs to help build pupils' resilience to radicalisation.

Staff must be aware of the signs of radicalisation and extremism, which are treated as a safeguarding concern. Concerns relating to a child's vulnerability to radicalisation must be reported immediately using the established procedures for reporting any other child protection concern

The PREVENT Lead will ensure staff are trained to understand the risks of radicalisation and how to apply the **Notice, Check, Share** procedure when appropriate, in line with Inverclyde Council's policies and procedures regarding the Prevent MultiAgency Panel (PMAP).

See **"Inverclyde Protecting Children and Supporting their wellbeing."**

Within Whinhill there is a climate of openness, trust and safety where all adults, individually and collectively, apply their knowledge, skill, confidence and sensitivity to ensure the wellbeing of all young people in our care.

November 2025 (date of review Nov 2026)

**Child Protection Record of Concern**

When you have a concern about a child or a young person you must report it immediately to the Head Teacher or Depute Head Teacher.

Key Information	
Day and Date	
Head or Manager to whom the concern was reported	
Name of child/young person	
Establishment	
Source of Concern (please tick)	
Personal Observation	
Reported by child	
Reported by another source (complete below)	
Please give details of source (phone call/letter/email/conversation)	
Please give details of concern. If a disclosure has been made record using the child's own words. <b>SIGN AND DATE DIRECTLY UNDER STATEMENT.</b>	
Print name:	
Date and time:	
Job Title:	