ST NINIAN'S PRIMARY SCHOOL



SAFEGUARDING POLICY

ST NINIAN'S PRIMARY SCHOOL
AUGUST 2026

It is everyone's responsibility to protect children.

We are a Gold Rights Respecting School



RIGHTS RESPECTING SCHOOLS

unicef UNITED KINGDOM

GOLD – RIGHTS RESPECTING

AIMS OF THIS POLICY

To ensure that children are effectively safeguarded from the potential risk of harm at St Ninian's Primary School and that the safety and well-being of the children is of the highest priority in all aspects of the school's work. To help the school maintain its ethos whereby staff, pupils, parents and partners feel able to articulate any concerns comfortably, safe in the knowledge that effective action will be taken as appropriate.

PURPOSE OF THIS POLICY

To ensure that all members of the school community:

- are aware of their responsibilities in relation to safeguarding and child protection.
- know the procedures that should be followed if they have a cause for concern.
- know where to go to find additional information regarding safeguarding.
- are aware of the key indicators relating to child abuse.
- fully support the school's commitment to safeguarding and child protection

This school recognises its legal and moral duty to promote the well-being of children, and protect them from harm, and respond to child abuse. We believe that every child regardless of age has at all times and in all situations a right to feel safe and protected from any situation or practice that results in a child being physically or emotionally upset or damaged.

We agree that we have a primary responsibility for the care, welfare and safety of the pupils in our charge, and we will carry out this duty through our teaching and learning, extra curricular activities, pastoral care and extended school activities. In order to achieve this, all members of staff (including volunteers and outside agencies) in this school, in whatever capacity, will at all times act proactively in child welfare matters especially where there is a possibility that a child may be at risk of significant harm.

The school seeks to adopt an open and accepting attitude towards children as part of their responsibility for pastoral care. We hope that parents and children will feel free to talk about any concerns and will see school as a safe place if there are any difficulties at home.

Children's worries and fears will be taken seriously if they seek help from a member of staff. However, staff cannot promise secrecy if concerns are such that referral must be made to the appropriate agencies in order to safeguard the child's welfare. In our school, if we have concerns that a child's physical, sexual or emotional well-being is being, or is likely to be, harmed, or that they are being neglected, we will take appropriate action in accordance with the procedures issued by Education Services.

As a consequence, we:

- assert that teachers and other members of staff (including volunteers) in the school are an integral part of the child safeguarding process.
- accept totally that safeguarding children is an appropriate function for all members of staff in the school, and wholly compatible with their primary pedagogic responsibilities.
- recognise that safeguarding children in this school is a responsibility for all staff, including volunteers, and visiting agencies.
- will ensure through training and supervision that all staff and volunteers in the school are alert to the possibility that a child is at risk of suffering harm and know how to report concerns or suspicions.
- will designate a senior member of staff with knowledge and skills in recognising and acting on child protection concerns. He or she will act as a source of expertise and advice and is responsible for coordinating action within the school and liaising with other agencies.
- ensure (through the designated member of staff) that staff with designated responsibility for child protection will receive appropriate training to the minimum standard set out by SAC.
- will share our concerns with others who need to know and assist in any referral process.
- will ensure that all members of staff and volunteers who have suspicion that a child may be suffering, or may be at risk of suffering significant harm, refer such concerns to the Designated member of staff, who will refer on to Children's Social Work Department in line with the procedures issued by SAC.

- safeguard the welfare of children whilst in the school, through positive measures to address bullying, especially where this is aggravated by sexual or racial factors, disability or special educational needs, cyber bullying or Internet technologies.
- will ensure that all staff are aware of the child protection procedures established by St Ninian's Primary School and, where appropriate, the Local Authority, and act on any guidance or advice given by them.
- will ensure through our recruitment and selection of volunteers and paid employees that all people who work in our school are suitable to work with children.
- will act swiftly and make appropriate referrals where an allegation is made that a member of staff has committed an offence against a child, harmed a child, or acted in a way that calls into question their suitability for working with children.

DESIGNATED MEMBER OF STAFF

The Child Protection Coordinator and Named Person (designated person) for safeguarding protection in St Ninian's Primary school is Mrs McNicol , Acting Head Teacher. In their absence, these matters will be dealt with by: Mr Rob Lee, Acting Depute Head Teacher, who will pass on the information urgently.



Mrs Nicola McNicol- Acting Head Teacher



Rob Lee – Acting Depute Head Teacher

RECORD KEEPING AND CHRONOLOGIES

- Child Protection and LAC files are securely stored in the Depute Head Teachers Room/Office and are separate from a pupil's record.
- All staff play a part in keeping chronologies current.
- The SLT will add information to the Pastoral Notes information sharing systems in school to ensure other agencies are informed we also update Ayrshare if appropriate.
- GIRFEC procedures should be adhered to in school and procedures and training are in place for regular updates about information sharing.

ATTENDANCE

- At St Ninian's Primary we have a vision and plan to promote good attendance at school.
- Absence from school is followed up to confirm why children are absent.
- Systems are in place to pick up on patterns of attendance.
- We want to encourage 'Every Learner, every day.' • Please see Attendance Policy for further information.

LEARNING AND TEACHING - RELATIONSHIPS POLICY

- Through our curriculum and focus with RRS and Health and Wellbeing programmes we help equip children with the skills to keep themselves and others safe.
- We follow HWB experience and outcomes and often focus on feelings and personal safety appropriate to age and stage. Each term we focus on two specific wellbeing indicators in class and assembly. We often involve the parents and share resources and materials with them too.
- We use other agencies such as Child Line and NSPCC to provide additional workshops and educate children about being safe online and in general.
- We track wellbeing and offer support as appropriate. We have spaces in our school that allows children a quiet, calming environment when required. Within our Supported Learning Centre we have dedicated Sensory and Quiet rooms.
- Our Relationships Policy promotes positive relationships and reinforces positive behaviours in school.

ANTI -BULLYING

- Our policy provides a framework for proactive strategies as well as reactive strategies to bullying and we focus lots on cyber bullying with the support of the police campus cop who also works with parents.
- It is important that our children understand that their actions have severe and distressing consequences and that participating in such an activity will not be tolerated.
- Incidents of bullying must be recorded on the SEEMIS system.
- See separate Anti Bullying Policy for further information.

PHYSICAL INTERVENTION

At St Ninian's Primary and EYC we believe in:

- promoting positive relationships, behaviour and wellbeing.
- minimising the use of restraint and seclusion and eliminating their misuse; and
- ensuring children and young people's rights are understood, respected and taken account of in all decisions around the use of physical intervention.

We ensure staff take part in Nurture training and our practice is founded on the Nurture Principles. Appropriate staff have de-escalation training and take part in CPI training. Any use of approved physical restraint would be the last resort and for the shortest time possible. All appropriate paperwork is completed. Children are supported by wellbeing plans. Staff complete Violence and Aggression forms (RIDDOUR) and these are tracked and audited. For further information please see Physical Intervention and Seclusion policy.

ADMINSTRATION AND STORAGE OF MEDICINES

- Our First Aid and Medicines policy sets out how we storage and administer medicines to keep children safe in school.
- We have trained first aiders in school.
- All medicine held in school must have the appropriate paperwork.
- Where required, emergency medicines are kept in labelled boxes/bags in classes to ensure children have immediate access.

- Please see First Aid and Medication policy for further information

FIRE SAFETY

- Our Fire Evacuation plan ensures that children, staff and visitors are evacuated safely. Staff are appropriately trained.
- We take part in fire drills across the year – minimum of one every 6 months.
- Staff talk to children about what to do in the event of the fire alarm sounding.

HEALTH AND SAFETY

- At St Ninian's Primary we ensure we that we follow Health and Safety legislation to safeguard our children, staff and visitors.
- We ensure our risk assessments are current and followed by staff.

Pupil Voice

- The children are very vigilant with health and safety issues in our school.
- All children are glad that the doors are locked and only the teachers have fob keys.
- They know who the first aiders are in school and know who to talk to and where to go if they are hurt/injured.
- The children are aware that they can talk to a member of staff if they have a worry or concern. They are divided about the effectiveness of a class worry box but agreed to keep them as they may help some children in their classes.

Updated August 2026; to be reviewed August 2028