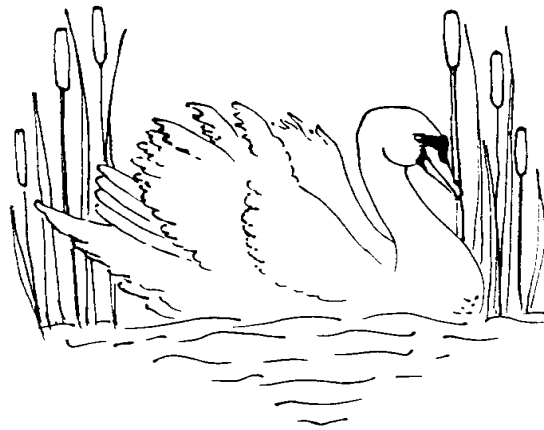


# *The Cobbs Infant School and Nursery*



## *School Policy Document*

### *Child Protection*

*Approved by the staff and governors of the school  
March 2005*



# CHILD PROTECTION POLICY

School recognizes its obligation under section 175 of the Education Act 2002 to promote and safeguard the welfare of all pupils and sees its Child Protection Policy as fulfilling a key part of this duty. All children must feel secure in school and know that their viewpoints are valued. In all areas of the curriculum and aspects of school life there is positive encouragement to talk and to know that adults will listen. Children must have confidence in the adults in school and know that they can go to them if they are in difficulty. They must have help to acquire the strategies which enable self protection and to understand the importance of protecting others. The purpose of this policy is to ensure the welfare, health and safety of the children in school, through the provision of information, by having clear procedures and setting them in the context of the school's ethos and its aims.

Our policy applies to all staff working I school as they can be the first point of disclosure for a child.

## Procedure and structure

The designated child protection leaders in school are the Headteacher and Mrs Ann Jackson. They are the contact point for all staff on any child protection matters. Their responsibilities are detailed as follows:-

- To raise awareness of all staff in school on child protection and detail the action to be taken in cases of suspected abuse;
- To support colleagues in their involvement and action in individual cases;
- To co-ordinate the implementation of school, LEA and Area Child Protection Committee procedures;
- To liaise with other agencies on matters relating to child protection;
- To ensure the safe keeping of records relating to child abuse and have the authority to restrict access to such records;
- To facilitate and be involved in the provision of training for all staff, teaching, support and governors on child protection issues.

Both Headteacher and the Child Protection Officer have had training from the LEA

**Mrs Ann Jackson - Senior Management Staff'/Designated Child Protection Officer**

**Mrs Jayne Dickens - Governor with specific responsibility for child protection**

The child protection manual (Red Book) is available for information. One copy is kept in the staff room and one copy in the office.



## **Training and Support**

Over a number of years members of staff have been involved in multi-disciplinary training courses and in-house training has been organised as a result of these courses.

Problems concerning individual children are regularly discussed. The management structure in school facilitates good communication and open access to the Headteacher and designated Child Protection Officer; in addition the team structure promotes a supportive environment for staff. Mentorship also provides further support and guidance to newly qualified staff.

When dealing with an individual case it is recognised that staff will need support from the Child Protection Officer in school who will follow procedures as given in training.

## **Record Keeping**

Should a teacher register concern regarding a child she is advised to keep a private diary stating the reasons for concern, dating and initialing the entry. Contemporaneous notes are of great importance in any ensuing court case. All staff should report concerns to the Headteacher and/or the Child Protection Officer.

All records should be kept secure and in locked locations.

## **Providing a Health Promoting Environment**

Children are encouraged through our language development programme to have confidence in speaking. Discussion time and role play enable children to have healthy attitudes towards feelings and how to articulate them. Action Theatre Group presentations have added further professional involvement.

We seek to provide a safe, caring environment where children feel able to discuss problems and concerns and where they will be heard.

If child abuse is alleged or suspected, it must be taken seriously.

All adults coming into contact with children in this school must be made aware of the Child Protection Policy.

If you suspect that a child is being abused, you must record the known facts and give them to the Headteacher or the designated Child Protection Officer.

You **MUST** refer, you must **NOT** investigate.