



Lever Edge Lane, Bolton, BL3 3HH

Principal: Mr. David Crosby

[www.kingsbolton.com](http://www.kingsbolton.com)

# CHILD PROTECTION POLICY

## Introduction

We recognise that, because of the day to day contact with children, Academy staff are well placed to observe the signs of abuse. The Academy will therefore:

- Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to
- Ensure children know that there are adults at the Academy whom they can approach if they are worried
- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse

## Purpose

King's Leadership Academy fully recognises its responsibilities for child protection.

Our policy applies to all staff, governors and volunteers working at the Academy. There are five main elements to our policy which are:

- Ensuring we practice safer recruitment in checking the suitability of staff and volunteers to work with children, including probing potential staff's motivations for wishing to work with children and young people and maintaining a culture of vigilance
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse
- Supporting students who have been abused in accordance with his/her agreed child protection plan
- Establishing a safe environment in which children can learn and develop.



## Procedure

We will follow the procedures set out by the Bolton Safeguarding Children Board and take account of guidance issued by the Department for Education:

- Ensure we have a designated senior person to lead the Academy's safeguarding and child protection work. The designated person will lead a small team of deputy designated persons - all of whom will have received appropriate training and support for their role
- Ensure we have a nominated governor responsible for safeguarding and child protection
- Ensure that the relevant persons are trained in leading on CAF work within the Academy
- Ensure every member of staff (including temporary and supply staff and volunteers) and governing body knows the name of the designated senior person responsible for child protection, as well as the names of the appointed deputy designated persons and their role
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated senior person or the deputies responsible for safeguarding and child protection
- Ensure that parents have an understanding of the responsibility placed on the Academy and staff for safeguarding and child protection by setting out its obligations in the Academy prospectus.
- Notify the relevant team at Bolton's Local Authority's Children's Social Care department if there is an unexplained absence of more than two days of a student who is on the child protection register
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding safeguarding and child protection matters, including attendance at case conferences
- Keep written records of concerns about children, even where there is no need to refer the matter immediately
- Ensure all records are kept securely - separate from the main student file, and in locked locations
- Develop and then follow procedures where an allegation is made against a member of staff or volunteer
- Ensure safer recruitment practices are always followed



We recognise that children who are abused or witness violence may find it difficult to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. The Academy may be the only stable, secure and predictable element in the lives of children at risk. When at the Academy their behaviour may be challenging and defiant or they may be withdrawn.

The Academy will endeavour to support the student through:

- the content of the curriculum
- the Academy ethos which promotes a positive, supportive and secure environment and gives students a sense of being valued
- the completion and implementation of CAFs where appropriate
- The Academy Behaviour policy which is aimed at supporting vulnerable students at the Academy. The Academy will ensure that the student knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred
- liaison with other agencies that support the student such as social services, Child and Adult Mental Health Service, education welfare service and Educational Psychology service
- Ensuring that, where a student on the child protection register leaves, their information is transferred to the new school immediately and that the child's social worker is informed.

## **General Guidelines for Staff**

It is recognised that Academy staff have the best of intentions in their daily interactions with children: any form of abuse of children by staff in schools is very rare. There has, however, been a welcome increased awareness of child protection issues as a result of the Children Act legislation

This advice is offered to all staff working in schools and it is hoped that it will be used to promote discussion of the issues raised on a whole-staff basis.

## **One-to-One Meetings with Students**

Staff should be aware of their vulnerability when undertaking one-to-one interviews with students. It is recognised that there will be occasions when one-to-one interviews must take place, but where possible such interviews should be conducted in a room with visual access or with the door open, or in an area which is likely to be frequented by others.



## Physical Contact with Students

As a general principle, staff are advised not to make unnecessary physical contact with their students. Physical contact which may be misconstrued by the student, parent or other casual observer should be avoided.

There may be occasions when a distressed child needs comfort and reassurance, but staff should use their discretion in such cases to ensure that their actions are not misinterpreted.

Staff who administer First Aid should ensure, wherever possible, that other children or another adult are present.

Anyone with responsibility for the management of other staff may wish to consider if there is any need for extra guidance in connection with behaviour management programmes, provision of personal care, and specific curriculum needs (e.g. PE, Art etc.).

Staff should be aware of their vulnerability when supervising students outside the Academy, in a residential setting, or on an Academy trip, because of the more informal nature of such contents. Staff in some schools may wish to consider carrying identification when undertaking these activities.

## Choice of Teaching Materials

When using teaching materials of a sensitive nature, teachers should be vigilant as to the possibility of misinterpretation and if in doubt consult with Senior Staff.

## Day-to-Day Interaction with Students

Staff should ensure that their relationships with students are appropriate to the age and gender of the students. Attitudes, demeanour and language all require care and thought, particularly when dealing with adolescents.

### Action to be taken by Staff:

- **Who suspect child abuse**
  - If staff have concerns about the behaviour of a colleague, they should inform the designated school co-ordinator, or Principal immediately
  - They should report their concerns in writing, dating and signing the report and keeping a photocopy of the said report for themselves
  - If their concerns relate to the Principal who is also the Designated Safeguarding Lead, then staff should contact directly the Chair of Governors and the CEO. A full written report must be given to the school the Chair of Governor and the CEO immediately and a copy retained safely.



- **who realise that their action has been misconstrued**
  - Following an incident where a member of staff feels that their actions have been misinterpreted, then that member of staff should speak with a Senior Member of Staff and/ or their professional association.
- **who may be subject to an allegation of abuse**
  - The member of staff should take note of the Academy's Policy on managing allegations against staff
  - The member of staff will be appointed a senior colleague from the Academy to support them during the period of investigation, and as appropriate following the investigation's outcome
  - Additionally, they should contact their professional association immediately for advice and guidance.

## Summary

In considering this advice, staff are reminded that the welfare of the students remains paramount, and therefore the protection of the student must remain their primary consideration.

This document is aimed at providing guidance which should not inhibit any staff's ability to use their own professional judgement when interacting with students.

## Resources

**The Senior Designated Person is Mr. Irfan Umarji**

- **Training** - appropriate training will be provided as part of the on-going CPD for all Academy staff
- The Governing Body member responsible for Child Protection is Sir Iain Hall

## Equal Opportunities

In implementing this policy all members of staff must take into account the School's Equal Opportunities policy. Staff must ensure that no student involved in any protection investigation is disadvantaged on the grounds of gender, race, disability, sexual orientation, age, religion or belief.

## Monitoring, Evaluation and Review

Great Schools for All Children will review this policy at least every two years and assess its implementation and effectiveness



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