

## **Tarbert Academy - CHILD PROTECTION POLICY**

### **Rationale**

Child protection is both a professional responsibility and a corporate duty for all staff in Argyll & Bute Community Services.

Tarbert Academy is committed to making sure that procedures are in place to ensure the care, welfare and protection of its pupils. The school promotes good relationships amongst staff and pupils and encourages pupils to show concern and understanding of others.

This policy is needed to ensure that procedures are in place which support pupils and protect them from harm, abuse and neglect. It will make sure that all staff are vigilant about pupils' health and safety, are aware of their roles and responsibilities and are clear about child protection issues.

### **Principles**

This policy is based on the following principles:

- It is everyone's responsibility to ensure that children are protected from harm, abuse and neglect
- Children feel safe in an environment where mutual trust, respect and confidence are evident
- Schools have a particular role in safeguarding children and in educating them about risks
- Joint working with other agencies is essential to good practice in supporting children and their families
- Joint working with partner agencies will facilitate the transfer of relevant information to relevant people.
- We act on disclosures by young people directly – and cannot discuss these with parents first.

### **Responsibilities**

- The Child Protection Coordinator in Tarbert Academy is Neil McKnight, Head Teacher. In the event of the absence of the Child Protection Coordinator, concerns should be passed to Depute Heads May Taylor or John Welsh.
- We operate in an interagency framework. If a young person makes a disclosure under any child protection category, we will, without fail, pass it on to our colleagues in social services. Colleagues in social services confer when appropriate with the police to establish whether or not a joint social services/police investigation is required.
- All staff report **any concerns** to the Child Protection Co-ordinator. The categories of concern include

(a) physical injury

(b) neglect

(c) sexual abuse

(d) emotional abuse

Staff may have concerns beyond these categories. **All concerns** are referred to the Child Protection Coordinator

#### **The Child Protection Coordinator will ensure that**

- legislation in respect of Child Protection is adhered to in Tarbert Academy (Management Circular 3.23 2010).
- Staff have ready access to key information regarding child protection procedures, the main elements of child abuse and their role and responsibilities in protecting children. This information is displayed throughout the school prominently on yellow summary sheets.
- All staff, including non-teaching staff, will receive an annual update regarding child protection procedures – normally on the first day of session.
- Staff (including student teachers) who join mid-session are given training on arriving in school.
- Staff have access to appropriate in-service training should the school or members of staff regard this as desirable or necessary.
- Staff are given appropriate advice regarding child protection on educational excursions or visits.

- Staff appointments and adult helpers are all dependant on PVG Registration before commencing any duties.
- All visitors to our school are made aware of our child protection procedures – including details of how to contact the Child Protection Co-ordinator through a card system when signing into school.
- Appropriate procedures are in place when other adults are in direct contact with pupils and young people.
- Contact details are in place for dealing with referrals on school days which fall on public holidays.

**All staff (teaching and non-teaching) will ensure that**

- they are aware of their professional and corporate responsibilities in relation to child protection.
- they are aware of the Authority guidelines and where to locate them. (Web homepage: <https://blogs.glowscotland.org.uk/ab/SAL/> Management Circulars 3.23 Child Protection)
- they note all child protection concerns and pass them to the child protection coordinator immediately.
- they keep a dated note of all matters relating to their concern.

**Monitoring & Evaluation**

The Child Protection Coordinator and the Senior Leadership Team will, within the school's established procedures, review this policy in response to need and experience.

**Update January 2011**

The school has updated this policy as the Protecting Vulnerable Groups scheme replaces Disclosure Scotland.

**Update: September 2011**

The school has updated its procedures for dealing with Child Protection referrals on days when there is a public holiday but the school is open.

**Update August 2013**

The school has updated the categories of concern