



Vale of Glamorgan Council
Directorate of Learning and Skills

Llansannor & Llanharry CiW Primary School

Safeguarding Policy

(Based on VOG Model Safeguarding Policy – June 2019)

November 2019



Disclaimer

Please ensure that you are using the most up to date version of this policy.

If the review date has passed please contact the Reviewer.

OUT OF DATE POLICY DOCUMENTS MUST NOT BE RELIED UPON

Document Version Control

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02	November 2019	November 2019	Replace <i>LSCB</i> with <i>RSB</i> Prevent duties added

Guidance Note

Schools and other settings within the Directorate of Learning and Skills must have an effective child protection policy that is:

- in accordance with local authority guidance locally agreed interagency procedures
- inclusive of services that extend beyond the school day
- reviewed at least annually
- made available to parents or carers on request
- provided in a format appropriate to the understanding of children, particularly where schools cater for children with additional needs

This model Safeguarding Policy is made available by the Vale of Glamorgan Directorate of Learning and Skills to support the development of safeguarding policies in all areas of the Directorate.

The model policy is based upon the model child protection policy provided in Welsh Government guidance document no: 158/2015 of *Keeping learners safe*.

Please note that the term school is used throughout this model safeguarding policy. However, the document is intended for use by all settings within the Directorate of Learning and Skills and therefore will need to be amended accordingly for use by libraries and Adult Community Learning.

Similarly, the model policy refers extensively to *child protection*, *children* and *pupils* and will need to be amended for use in adult settings.

The model policy can be adapted by individual institutions by the addition of an organisational logo and additional content relevant to the setting.

The model policy exists within the legislative and governance frameworks for safeguarding in Wales, including:

- Section 175 of the Education Act 2002
- Common law duty of care
- Children Act 1989
- Children Act 2004
- The Equality Act 2010
- The Social Services and Well-being (Wales) Act 2014
- Safeguarding Children: Working Together Under the Children Act 2004
- The All Wales Child Protection Procedures
- The Children's Rights Framework
- The United Nations Convention on the Rights of the Child (UNCRC)
- The Rights of Children and Young Persons (Wales) Measure 2011
- The Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015
- Local Safeguarding Children Boards
- Child practice reviews: multi-agency professional forums
- Counter-Terrorism and Security Act 2015
- Female Genital Mutilation Act 2003

NB. A safeguarding policy must reflect new and emerging legislation and guidance.

Safeguarding Policy

of Llansannor & Llanharry CiW Primary School

1. Introduction

Llansannor & Llanharry CiW Primary School fully recognises the contribution it makes to safeguarding and child protection and that children have a right to be safeguarded and protected from harm.

Our policy is informed by a children's rights approach to safeguarding as a principled and practical framework for working with children, grounded in the UN Convention on the Rights of the Child.

There are three main elements to our policy:

- prevention through the teaching and pastoral support offered to pupils
- procedures for identifying and reporting cases, or suspected cases, of abuse or neglect. Because of our day to day contact with children school staff are well placed to observe the outward signs of abuse or neglect
- support to pupils who may have been abused or neglected

Our policy applies to all staff and volunteers working in the school and governors. Learning support assistants, mid-day supervisors, caretakers, secretaries as well as teachers can be the first point of disclosure for a child.

Our policy should be read in conjunction with Welsh Government guidance document no: 158/2015 *Keeping Learners Safe*.

2. Prevention

We recognise that high self-esteem, confidence, supportive friends and good lines of communication with a trusted adult helps to safeguard pupils.

The school will therefore:

- establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to
- ensure children know that there are adults in the school whom they can approach if they are worried or in difficulty
- include in the curriculum, activities and opportunities for Personal Social Education (PSE) which equip children with the skills they need to stay safe from abuse and to know to whom to turn for help
- include in the curriculum, material which will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills.

3. Procedures

We will follow the *All Wales Child Protection Procedures* that have been endorsed by the Regional Safeguarding Board. The school will:

- ensure it has a Designated Senior Person (DSP) for child protection who has undertaken the appropriate training
- recognise the role of the Designated Senior Person and arrange support and training and sufficient time and resources to undertake the role

- designate a governor for child protection (the Designated Safeguarding Governor).who will oversee the school's child protection policy and practice
- ensure every member of staff and every governor knows:
 - the names of the Designated Senior Person and the Designated Safeguarding Governor and their roles
 - that they have an individual responsibility for referring child protection concerns using the proper channels and within the timescales agreed with the Regional Safeguarding Board
 - how to take forward those concerns where the Designated Senior Person is unavailable.
- ensure that members of staff are aware of the need to be alert to signs of abuse and neglect and know how to respond to a pupil who may disclose abuse
- ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school brochure
- provide training for all staff so that they know:
 - their personal responsibility
 - the agreed local procedures
 - the need to be vigilant in identifying cases of abuse or neglect
 - how to support a child who discloses abuse.
- notify the relevant social services team if:
 - a pupil on the child protection register is excluded either for a fixed term or permanently
 - if there is an unexplained absence of a pupil on the child protection register of more than two days duration from school (or one day following a weekend
- work to develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at initial and review child protection conferences and core groups and the submission of written reports to the conferences
- keep written records of concerns about children (noting the date, event and action taken), even where there is no need to refer the matter to social services immediately
- ensure all records are kept securely and written records in locked locations
- adhere to the procedures set out in Welsh Government circular no: 009/2014 *Safeguarding children in education: handling allegations of abuse against teachers and other staff*
- adhere to the procedures set out in the Welsh Government circular 002/2013: *Disciplinary and Dismissal Procedures for School Staff*
- adhere to the procedures set out in Welsh Government guidance document no: 168/2015 *Procedures for reporting misconduct and incompetence in the education workforce in Wales*
- ensure that recruitment and selection procedures are in accordance with Welsh Government guidance document no: 158/2015 *Keeping Learners Safe*

4. Supporting the Pupil at Risk

We recognise that children who are at risk, suffer abuse or neglect or witness violence may be deeply affected by this.

This school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, when at school their behaviour may be challenging and defiant or they may be withdrawn.

The school will endeavour to support the pupil through:

- the content of the curriculum to encourage self-esteem and self-motivation (see section 2 on prevention)
- the school ethos which:
 - promotes a positive, supportive and secure environment
 - gives pupils a sense of being valued (see section 2 on Prevention)
- the school's behaviour policy is aimed at supporting vulnerable pupils in the school. All staff will agree on a consistent approach which focuses on the behaviour of the offence committed by the child but does not damage the pupil's sense of self-worth. The school will endeavour to ensure that the pupil knows that some behaviour is unacceptable, but s/he is valued and not to be blamed for any abuse which has occurred;
- liaison with other agencies who support the student such as Social Services, Child and Adolescent Mental Health Services, Educational Psychology Service, Behaviour Support Services, Education Welfare Service and advocacy services
- keeping records and notifying Social Services as soon as there is a recurrence of a concern

When a pupil on the child protection register leaves, we will transfer information to the new school immediately and inform Social Services.

5. Bullying

Our policy on bullying is set out in our ***Pupil Discipline and Anti-bullying policy*** reviewed every 2 years by the governing body and consistent with Vale of Glamorgan Directorate of Learning and Skills *Policy and Guidance on Anti-Bullying in Schools/Educational Settings* (2014) and the Welsh Government Guidance document No: 050/2011 *Respecting others: Anti-bullying overview*.

6. Physical Intervention

Our policy on physical intervention is set out in our ***Physical Intervention Policy*** reviewed annually by the governing body and consistent with the Vale of Glamorgan Directorate of Learning and Skills *Policy and Guidance – Working in Schools / Educational Settings Physical Intervention: the use of reasonable force to restrain and control children and young people* (2014), *Policy and Guidance for the Use of Time Out/Withdrawal Rooms in Schools/Educational Settings* (2014) and the Welsh Government guidance document no: 097/2013 *Safe and effective intervention – use of reasonable force and searching for weapons*.

7. Children with Special Educational Needs

We recognise that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse. School staff who deal with children with profound and

multiple disabilities, sensory impairment and or emotional and behaviour problems need to be particularly sensitive to signs of abuse.

8. Prevent Duty

Our procedures to protect pupils from radicalisation and extremism are set out in Appendix 1 at the back of this policy and reviewed annually by the governing body and consistent with the *Revised Prevent Duty Guidance: for England and Wales* (2015) and Welsh Government guidance document No: 045/2011 *Respect and resilience* and informed by the *Respect and resilience Self-assessment tool 2016*

9. Recruitment and Selection

Our school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

The safer recruitment of employees and volunteers is the first step to safeguarding and promoting the welfare of children in our school by the implementation of a policy and procedures that help deter, reject, prevent or detect people who might abuse children or are otherwise unsuited to working in a school environment.

Our policy on safer recruitment is set out in the **Safer Recruitment policy** reviewed annually by the governing body and consistent with the Vale of Glamorgan Council's *Safer Recruitment Policy* (2013) and *Safer Recruitment Guidelines* and Welsh Government guidance document no: 158/2015 *Keeping Learners Safe*.

10. Safeguarding Responsibilities in Other Specific Circumstances

Our school is aware of the duty and responsibility to safeguard pupils in specific circumstances and has adopted statutory and good practice guidance, consistent with Welsh Government guidance document no: 158/2015 *Keeping Learners Safe*. In particular, our school has developed the following additional policies, procedures and guidance that should be considered in conjunction with this policy:

• attendance	• behaviour	• staff code of conduct
• toileting and intimate care	• health and safety	• healthcare
• social media	• whistleblowing	• healthcare needs

11. Self-Evaluation and Audit

Our school maintains an up-to-date safeguarding self-evaluation report reviewed annually by the governing body and consistent with the Estyn *Self-evaluation form for Safeguarding and Child Protection*. Our school also uses the Welsh Government draft safeguarding self-evaluation *Audit Tool and Guidance* that accompanies *Keeping learners safe* as tool for continuous improvement in safeguarding practice.

12. Allegations Against Employees and Volunteers

Any allegation of abuse made by or on behalf of a child will be taken seriously and the child will be listened to and dealt with sensitively.

Our school also has a duty of care to our employees and volunteers and will support individuals subject to an allegation to manage and minimise the stress inherent in the allegations process.

Our school has procedures reviewed annually by the governing body that adhere to the guidance in Welsh Government circular no: 009/2014 *Safeguarding children in education: handling allegations of abuse against teachers and other staff*, *Safeguarding Children: Working Together Under the Children Act 2004* and the *All Wales Child Protection Procedures*.

13. Safeguarding Training

Our school is committed to ensuring that the headteacher and all other permanent staff and volunteers undertake appropriate training to equip them with the knowledge and skills that are necessary to carry out their responsibilities for child protection effectively, which is kept up-to-date by refresher training

Our school gives clear guidance to temporary staff and volunteers providing cover during short-term absences on the organisation's arrangements for child protection and their responsibilities for child protection.

Our school ensures that the Designated Senior Person (DSP) for child protection, the Designated Safeguarding Governor and the Chair of Governors undertake training in inter-agency working that is provided by, or to standards agreed by, the Regional Safeguarding Board and refresher training to keep their knowledge and skills up to date, in addition to basic child protection training.

All Governors also receive appropriate training on their safeguarding responsibilities and in handling allegations of abuse against school staff.

Records are kept by the DSP of the dates of training, details of the provider and a record of staff attendance at the training.

The interest of the child is paramount in all considerations of welfare and safeguarding. Safeguarding children is everyone's responsibility.

Safeguarding Children: Working Together Under the Children Act 2004

If any person has knowledge, concerns or suspicions that a child is suffering, has suffered or is likely to be at risk of harm, it is their responsibility to ensure that the concerns are referred to social services or the police, who have statutory duties and powers to make enquiries and intervene when necessary.

All Wales Child Protection Procedures

APPENDIX 1: LLANSANNOR & LLANHARRY CIW PRIMARY SCHOOL PREVENT PROCEDURES

Protecting Children from Extremism and Radicalisation

Schools have a vital role to play in protecting children and young people from the risks of extremism and radicalization. This role is underpinned by the Counter Terrorism and Security Act (2015) to have due regard to the need to prevent people from being drawn into terrorism.

The Prevent Strategy, published by the Government in 2011 is part of an overall counter terrorism strategy CONTEST.

The aim of the Prevent strategy is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism activity. This has raised a specific need to safeguard children, young people and families from violent extremism and terrorism. Nationally, there have been situations in which extremist groups have attempted to radicalise vulnerable children and young people to hold extreme views. Such views include justifying political, religious, sexist or racist violence, or to steer individuals into a rigid and narrow ideology that is either vocal or active opposition to fundamental British values including embracing diversity and mutual respect and tolerance of different faiths and beliefs.

Aims and Principles

- We will ensure that all staff are aware of the Prevent Strategy and are able to protect children who are vulnerable or at risk of being radicalised by working alongside other professional bodies and agencies to ensure that individuals are safe from harm.
- We are fully committed to safeguarding and promoting the welfare of all children who we work with. As a childcare provider we recognise that safeguarding against radicalisation is no different from safeguarding against any other vulnerability.
- All staff are expected to uphold and promote the fundamental principles of British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
- At Llansannor & Llanharry CiW Primary School we value freedom of speech and the expression of beliefs / ideology as fundamental rights underpinning our society's values. Children, young people and all staff have the right to speak freely and voice their opinions however, freedom comes with responsibility and free speech that is designed to manipulate the vulnerable or that leads to violence and/or harm of others goes against the moral principles in which freedom of speech is valued.
- Free speech is not an unqualified privilege; it is subject to laws and policies governing equality, human rights, community safety and community cohesion.

The current threat from terrorism in the United Kingdom may include the exploitation of vulnerable people, to involve them in terrorism or in activity in support of terrorism. The normalisation of extreme views may also make children and young people vulnerable to future manipulation and exploitation. Llansannor & Llanharry CiW Primary School is clear that this exploitation and radicalisation should be viewed as a safeguarding concern. Llansannor & Llanharry CiW Primary School seeks to protect children and young people against the messages of all violent extremism including, but not restricted to, those linked to Islamist ideology, Far Right, Neo Nazi or White

Supremacist ideology, Irish Nationalist and Loyalist paramilitary groups or extremist Animal Rights movements.

Definitions

Radicalisation refers to the process by which a person comes to support terrorism and extremism leading to terrorism (Appendix 1).

Extremism is defined by Government in the prevent strategy as: Vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. Also include in the definition of extremism calls for the death of members of our armed forces

Terrorism is defined by Government as “The use of violence in order to accomplish political, religious or social objectives”. Terrorism is a criminal act that influences an audience beyond the immediate victim. Effectiveness is not the act itself but the impact on Government and the public.

Procedures for referrals

Keeping children safe from these risks is a safeguarding matter and should be approached in the same way as safeguarding children from other risks. Although serious incidents involving radicalisation have not occurred at Llansannor & Llanharry CiW Primary School and although the risk is minimal in the rural Vale of Glamorgan, it is important for us to be vigilant and remain informed about the issues which affect risks to the provision. All staff are reminded to dispel belief that instances of radicalisation ‘could not happen here’.

When any member of staff has concerns that a child may be at risk of radicalisation or involvement in terrorism, they should speak with the schools ‘Designated Senior Safeguarding Person’ for safeguarding pupils from radicalisation and involvement in terrorism. They will be responsible for referring any concerns to the Police Prevent Team who will assess whether the pupil may be at risk of radicalisation, and where relevant, for referring the child to the Channel Panel.

Risk reduction

The school Leadership Team, Governing Body and the Designated Safeguarding Leads will assess the level of risk within the school and put actions in place to reduce any identified risks.

Children and young people are regularly taught about how to stay safe when using the internet and are encouraged to recognise that people are not always who they say they are online. They are taught to seek adult help if they are upset or concerned about anything they read or see on the internet.

Staff Training

The school will ensure that staff have ‘due regard to the need to prevent people from being drawn into terrorism’. They are aware of the threats, risks and vulnerabilities that are linked to radicalisation and they understand the signs that someone may be vulnerable to radicalisation. Training may be undertaken via a briefing, e-learning or a face to face workshop to raise awareness of Prevent (WRAP) session.

Review of Procedures

These procedures will be reviewed regularly as part of the overall Child Protection and Safeguarding policy review.