

**A Parent's Guide
to
Safeguarding
&
Child Protection**



**At
Cornist Park School**

Here at Cornist Park School, there is nothing more important to us than the physical and emotional wellbeing of our pupils.

For this reason, we regard the need for safeguarding all children from all harm as crucial.

This leaflet has been produced, to provide parents / carers with information on why schools take the actions they do from time to time, when concerns are brought or raised by a child or reported about a child.

THE SAFEGUARDING TEAM AT CORNIST PARK SCHOOL (DSP's – Designated Safeguarding Officers)

Designated Safeguarding Officer (Level 3) – Mrs Thomas Headteacher

Deputy Designated Safeguarding Officer (Level 3) – Mrs Gardner Deputy Headteacher

Other Level 3 Trained Staff;

Mrs R Wood – Senior Teacher

Miss R Allman – Nurture Leader

Safeguarding Governor

Ms M Smith (Level 3)

All school staff receive **Child Protection Level 1 Annual Refresher Training**

All Teaching Staff **access Level 2 Child Protection Training**

Examples of other Safeguarding Training that staff access are;

VAW (Violence Against Women)

Ask and Act

EVOLVE

Asthma / Allergy Management Training

Radicalisation, exploitation, County Lines

Team Teach – Safe Handling

Modern Slavery

FABI (Prison family liaison)

Paediatric First Aid

PARENTS / CARERS AND SCHOOL WORKING TOGETHER IN PARTNERSHIP

We believe that our children learn best when school staff and parents / carers work in partnership. The value of positive and active involvement by home and school cannot be overrated.

Your children will get more from their education if we all work together as a team. This means having open communication, trust and respect between your home and school.

Our stance is always to **support you all** as family members, not to judge you. Therefore, if at any time you know of anything that may be affecting your child, come and speak to us. We might be able to help, or be able to signpost you to useful guidance or support from other agencies.

WHAT YOU CAN EXPECT FROM US.....

- We will take good care of your child and provide a safe, accepting environment for them to learn in
- We will speak to you if we see or hear anything that we are concerned by
- We will comply with Safeguarding legislation & guidance
- We will adhere to confidentiality guidelines
- We will keep up to date & accurate records
- We will respond promptly and appropriately to any concerns you share with us

OUR RESPONSIBILITY AND MORAL DUTY

From time to time, we at school may need to speak to Parents / Carers to discuss a concern about their child that has come to our attention.

A safeguarding concern maybe linked to a direct disclosure made by a child, parent or another concerned adult. It could be an observation of a change in behaviour / mood / attendance at school. It could be the presence of an unexplained injury, it could be a change in general appearance or lack of resources, uniform, lunch etc. It could be to discuss or report an accident that your child may have suffered.

Rest assured that many concerns are cleared up through direct discussions with families. However, there are occasions when further actions or investigations of a concern may need to occur.

As school staff, it is our duty and responsibility to refer all concerns of a Safeguarding Nature to the relevant Authorities. If any member of staff has knowledge, concerns or suspicions that a child or adult at risk 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 the *Designated Safeguarding Person (DSP)*

At our school the Level 3 DSP staff are currently the Head teacher, the Deputy Head teacher, The Senior Teacher and the Nurture Support Leader.

PLEASE BE REMINDED THAT ANY REFERRAL OR ESCALATION OF A CONCERN IS NOT A MATTER OF PERSONAL CHOICE FOR SCHOOL STAFF, THEY ARE SIMPLY FOLLOWING LEGISLATION /PROTOCOL

*We at school Level do not have the power to make a judgement or decision about a concern or disclosure, based either on **who** the child is, their **history**, or what we may **know of the family**. If a disclosure raises alarm for the immediate health, safety, emotional or physical wellbeing of a child, then our duty is simply to refer the concern on to the relevant authorities.*

If a referral is made, we are simply following the statutory responsibilities that are placed upon us.

We can only report concerns; it will be the decision of other services as to whether the concern then needs to be investigated further.

Parents / Carers are at times notified that a referral is being made, however if the concern is potentially more serious and there maybe **risk of further harm**, then school staff are asked **not to alert families** that a referral has been made.

YOUR RESPONSIBILITY AND MORAL DUTY

Please be aware that yourselves as adults are also within your rights and are encouraged to report all concerns that you may have for a child, who may or may not be your own, based on what you may see or hear. If in doubt make a call, it can be treated in complete confidentiality and it may just be what is required to help a child or family in need

The FCC Children Services Duty Desk number is 01352 735657

WHAT DO WE MEAN BY SAFEGUARDING? WHAT COULD BE CLASSED AS ABUSE, HARM OR NEGLECT?

Safeguarding and promoting the well-being of all children attending an education setting is defined as:

- protecting children from risk of abuse, neglect or other kinds of harm
- preventing impairment of children's health or development
- ensuring that children grow up in circumstances consistent with the provision of
- safe and effective care
- taking action to enable all children to achieve the best outcomes.

WHAT ARE THE SCHOOL'S RESPONSIBILITIES?

Responsibilities of All Staff

Training

All staff undertake an annual review / refresher of their Level 1 Child Protection Training.

CP Level 2 trained staff review training every 3 years.

CP Level 3 Trained staff (DSP) review training every 2 years.

There is a CP Designated Governor (Ms M Smith) who also is trained to Level 3

Environment

Staff have a responsibility to provide a safe environment and to identify children who are suffering, or are at risk of suffering, abuse, neglect or harm irrespective of where this happens (online or offline, on or off the education setting premises).

All staff members **should** be aware of the signs of abuse, neglect and other kinds of harm. Signs can be physical but are often more subtle such as a change in behaviour or becoming withdrawn. Small signs can be part of a pattern so it is important that staff do not dismiss anything as not being relevant or big enough. If all staff mention changes or observations to the DSP they can build a picture that might otherwise go unnoticed.

Engaging in the child protection process

Any member of staff making a report may be asked to complete some, or all, of the following tasks. Staff should be prepared and willing to:

- ☐ assist in the child protection enquiries under section 47 of the Children's Act 1989
- ☐ attend the child protection conference

- ☐ provide a written report for the child protection conference
- ☐ contribute to the initial and core assessments
- ☐ attend core group meetings.

Where a child is the subject of a care and support protection plan, the DSP should be involved in the preparation of the plan. The education setting's role and responsibilities in contributing to actions to safeguard the child, and promoting their well-being, should be clearly identified.

Online Abuse

Online abuse is any type of abuse that is facilitated through technology like computers, tablets, mobile phones, consoles and other electronic devices. Online abuse takes a number of forms and includes; cyberbullying, sexting and sexual harassment, online pornography, sexual abuse online and online radicalisation.

If a staff member suspects or is made aware of any online behaviour, contact or abuse that raises suspicion or alarm, then this should be reported to the DSP immediately and action taken in accordance with the Wales Safeguarding Procedures.

This may include a report to and the involvement of the Police. If you believe a child is in

If as a parent you have a concern related to online activity and report it to us at school, it is important that you do not ask anyone to forward any images or videos to you and that you do not forward any images or videos via technology yourself – even to the police.

If you suspect that there might be images/chat logs/website history on any device belonging to the child, then do not delete anything on the device. The device needs to be seized and retained in the state that it's found. Establish any PIN/device access details where possible so the device can be examined by the police in any investigation.

Online Safety

Online safety forms an integral part of a school's safeguarding responsibilities as outlined in the Welsh Government's Keeping Learners Safe Statutory Guidance. Cornist Park School are committed to promoting the safe and positive use of the online world to children and young people. We are committed to make full use of social technologies to engage learners and improve learning outcomes, while also developing learners to be confident and competent digital citizens.

Cornist Park School aims to build knowledge, skills and confidence among all learners with regard to online safety. Our school will achieve this by:

The implementation of the Digital competence framework (DCF), with digital skills, knowledge and attitudes embedded across the curriculum and integrated into lessons.

All staff at Cornist Park School are aware of their individual responsibilities relating to the safeguarding of learners within the context of online Safety.

For further information, please refer to the Acceptable Use Policy & Online Safety Policies which can be found on the website

Operation Encompass

In conjunction with North Wales Police, Cornist Park School is participating in Operation Encompass to support children and young people who have been involved in, or been witness to a domestic abuse incident. This is a police and education early intervention safeguarding partnership which supports children and young people who experience Domestic Abuse.

Occasionally we will receive an Operation Encompass alert to school from NWP. This will detail the time, address and name of a child but will not contain any further information regarding the incident.

Annual Submission of the FCC Safeguarding Audit Tool to the LA for monitoring

The completion of this tool ensures that the school to monitor its policies and procedures, training needs. It also highlights any actions needed to further improve Safeguarding at the school.

School Site Security

The site security protocols as reviewed and updated annually or sooner if requires. Once in place, this protocol is shared with all school staff. It also sits in the staff induction handbook and relevant elements can be found in the school prospectus.

Lockdown Procedures (Stay Safe Drill)

All schools are advised to formulate and practise a 'Say Safe Protocol' which is practised with staff and pupils.

When a drill is to be actioned, the school will alert parents that the drill will take place.

Lockdown procedures may be activated in response to any number of situations, but some of the more typical might be:

- A reported incident / civil disturbance in the local community (with the potential to pose a risk to staff and pupils in the school)
- An intruder on the school site (with the potential to pose a risk to staff and pupils)
- A warning being received regarding a risk locally, of air pollution (smoke plume, Gas cloud etc)
- A major fire in the vicinity of the school
- The close proximity of a dangerous dog roaming loose

Absconding

On very rare occasions, children may attempt to leave the school site.

Unfortunately, due to the design of our school grounds, we are unable to maintain a locked site from 9.00am – 3.15pm. Therefore, we have a clear protocol for dealing with any such incidents if they occur

If a child leaves the school premises without permission, staff should inform a member of SMT immediately, who will then follow the relevant protocol, ie contact to the local police and parents.

School Staff are advised NOT to follow or to give chase to a child who absconds from the school grounds. However, dependant on the situation, individual child, age of child etc, staff may well go in pairs in an attempt to locate, retrieve and return the child safely to school, whilst admin staff make the relevant calls to parents / Police etc. When a child is returned to school Staff / Parents / Police will speak with the child, to ensure they understand the danger they have put themselves in and ensure they do not repeat the behaviour in the future.

The School will undertake a return to school meeting to risk assess, determine additional support for child / young person and family and explore ways of reducing any incident(s) in the future

An investigation should then take place and record what appears to have happened, the length of time that the child/young person was missing and how they appear to have gone missing, lessons for the future. Written statements should be sought from all concerned.

Safer Recruitment Practice

It is the School's responsibility to ensure that all staff, volunteers and governors (who may come into the school to work with children), undertake an enhanced disclosure as part of the recruitment vetting process. The DBS clearance provides a disclosure of any convictions and also checks against the DBS Adults and Children Barred List.

The school keeps a register of approved DBS checks and seeks updates and reviews as required by FCC (Every 3 years).

Appointing new staff requires a consistent and thorough process of scrutinising applicants by:

- verifying identity and any academic or vocational qualifications
- obtaining professional and character references
- checking previous employment history
- ensuring that a candidate has the health and physical capacity for the job
- undertaking a face to face interview
- undertaking any mandatory vetting and barring checks including where appropriate a DBS and enhanced regulated activity check

All teaching and support staff must be registered with the Education Workforce Council (EWC). As the independent regulatory body for the education profession in Wales, the EWC Register is used by schools, colleges and commercial supply agencies to check that anyone who falls under the seven registration categories is registered. If a person is included on a barred list by the DBS, they are ineligible to work in any of the seven registered professions and cannot be registered with the EWC.

USEFUL CONTACTS

FCC Children's Services Helpdesk – 01352 735657

Flintshire Family Information Service – 01352 703500

Homestart Flintshire (supporting families to give children under 11 best start in life) – 01352 744060

Flintshire Families Disability Service - 07570 583 842

Citizens Advice Parent Partnership Service / SNAP Cymru - 08082787923

Childline – 0800 1111

NSPCC – 0808 800 5000

Young Persons Counselling Service – 0-1244 846742

Hafan Cymru (housing support for women, men & children experiencing domestic abuse) – 01978 823077

Flintshire Homesafe – (all victims of domestic abuse) – 01352 701818

Clwyd Alun Flintshire Women's Aid – 01352 712150

Live Fear Free Helpline – 0808 8010 800

Wales Domestic Abuse Helpline (24 hr) – 0808 10 800

Dyn Project (men's domestic abuse helpline) – 0808 801 0321

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