REMEMBER STAFF SHOULD:

- Be responsible for their own actions and behaviour.
- Avoid conduct which would lead any reasonable person to question motivation/intention.
- Work in an open and transparent way.
- Discuss/take advice promptly from a senior member of staff about any incident involving you which may give rise to concern.
- Understand that they are in a position of trust as defined in the Sexual Offences Act 2003.

The main statutory safeguarding document is:

Keeping Children Safe in Education (DfE September 2022)
<u>All staff must read at least Part 1 and Annex A</u>

You must also read and sign to say you are familiar with the contents of the following documents and understand your role and responsibilities:

- o Child Protection policy
- o Behaviour policy
- o Staff Code of Conduct
- o Whistleblowing policy (NSPCC helpline help@nspcc.org.uk)

Guidance for Safer working Practice for Adults who work with Children and Young People in Education (2019) is also a useful document to read.

An electronic copy of these documents can be found in the safeguarding area of the school website* or in the policies' section of the staff server, Hard copies are also located in the staff room.

Always maintain an attitude of *'it could happen here'* and *'it could be happening to this child'* where safeguarding is concerned.

Remember that anybody can make a referral to Children's Services if they feel a child is at risk or in danger.

Hertfordshire Children's Services referral number:

0300 1234043

Safeguarding children is an emotive subject and receiving a disclosure can be distressing. It is important to seek support from your DSL.

WHITEHILL JUNIOR SCHOOL
SAFEGUARDING INFORMATION FOR STAFF

*School website link - https://www.whitehill.herts.sch.uk/parent-info/safeguarding/

Whitehill Junior School operates a child centred and co-ordinated approach to safeguarding. Safeguarding and promoting the welfare of children (everyone under the age of 18) is ***everyone's*** responsibility.

Safeguarding is defined as: protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care and taking action to enable all children to have the best outcomes.

We must consider, at all times, what is in the best interests of the child. No single practitioner can have a full picture of a child's needs and circumstances. Everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.

The school follows the procedures established by the:
Hertfordshire Safeguarding Children Partnership (HSCP)
https://hertsscb.proceduresonline.com/index.htm

Who is the DESIGNATED SAFEGUARDING LEAD (DSL)?
Steve Mills (Headteacher) head@whitehill.herts.sch.uk

Who are the DEPUTY DESIGNATED SAFEGUARDING LEADS (dDSLS)?
Heidi Burniston (Asst Head) heidi.burniston@whitehill.herts.sch.uk
Antonia McConnell Smith (Asst Head) senco@whitehill.herts.sch.uk

Who is the SAFEGUARDING GOVERNOR?
Laura Cole laura.cole@hgs.herts.sch.uk

What is the role of the DSL?
The DSL manages referrals (now known as child protection contact referrals in Hertfordshire), works with others, undertakes training, raises awareness, maintains safeguarding records and is available to staff (outside school contact details are accessed via the school website*).

What is your safeguarding role as a member of staff?
All staff have a responsibility to provide a safe environment in which children can learn and all staff should be prepared to identify children who may benefit from early help. Any staff member who has a concern about a child's welfare should follow the necessary safeguarding procedures.

You need to:
✓ Recognise
✓ Respond
✓ Record

You do not:
x   Investigate
x   Attempt to resolve
x   Ask leading questions
x   Promise confidentiality

Always respond by passing on any concerns you recognise to a DSL without delay. It could be information that is a vital piece of the jigsaw regarding that child.

Remember that we are in a position to:
▪ Identify concerns early
▪ Provide help for children
▪ Prevent concerns from escalating

What are the four types of child maltreatment?
⇒ Physical abuse – causing physical harm to a child
⇒ Emotional abuse – persistent emotional ill treatment of a child
⇒ Sexual abuse – involving a child in sexual activity
⇒ Neglect – persistent failure to meet a child's needs

What indicators might you identify?
● <u>Indicators in the child</u>   e.g. behaviour, physical/emotional presentation
● <u>Indicators in the parent</u> e.g. response towards the child, parents own needs
● <u>Indicators in the family/environment</u> e.g. family history

What are the options once information has been passed on?
a.   Managing support through our own pastoral support processes
b.   An early help assessment   https://www.hertfordshire.gov.uk/microsites/families-first/families-first.aspx
c.   A referral for statutory services (section 17 or 47)
Remember that you may be asked to support an assessment

Completing a record of concern
Please complete a record of concern whenever you are worried about a child or have been given information you feel needs to be passed on. Keep it factual, <u>never</u> record what you think and suspect. This must be done in a timely manner.

What factors often lead to safeguarding failures?
Failure to take effective action, not recording information properly, sharing it too slowly and a lack of challenge to those who appear not to be taking action can all have a detrimental impact.

What are the current key safeguarding issues?**

Children and the court system	County lines
Children missing from education	Domestic abuse
Children with family members in prison	Homelessness
Child Criminal Exploitation (CCE)	Peer on peer/child on child abuse
Child Sexual Exploitation (CSE)	Upskirting
Preventing radicalisation/The Prevent Duty/Channel	
Sexual violence and sexual harassment between children (and response to a report)	
So called 'honour-based' violence (including FGM and Forced Marriage)	

**See Annex A of 'Keeping Children Safe in Education'.

Female Genital Mutilation (FGM)
There is a specific legal duty on teachers and if a teacher discovers that an act of FGM appears to have been carried out on a girl under 18, this <u>must be reported to the police</u>.

What if you have concerns about another member of staff?
♦ If your concern is about a staff member or volunteer, you should report this to the <u>Headteacher</u>.
♦ If your concern is about the Headteacher you should report such allegations to the <u>Chair of Governors</u>.

Your Chair of Governors is ***<u>Wendie Ray</u>*** and her contact details can be obtained via <u>the school</u>.