

School Policies

For our school to run smoothly we have a variety of policies to enable every child to develop, progress and be safe and secure in our school environment.

Below is a list of our school policies which you are welcome to view at any time.

Curriculum Policies
Maths
English
Science
History
Geography
Religious Education
Information Communication & Technology
Physical Education
Art
Craft, Design & Technology
Modern Foreign Languages
Music
Personal, Social and Health Education
Teaching Policy
Other Policies
Health & Safety
Child Protection
Medical
Behaviour & Discipline
Spiritual, Moral, Social & Cultural Development
Assessment
Anti Bullying
Special Educational Needs
Gifted & Talented
Internet Policy
Equal Opportunities
Inclusion
Admissions
Staff Induction
Curriculum Policy

Child Protection Policy

Plumtree School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Objectives

Our policy applies to all staff and volunteers working in the school. There are five main elements to our policy:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children through CRB checks, list 99, reference checks and safer recruitment procedures.
- 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 pupils who have been abused in accordance with his/her agreed child protection plan.
- Establishing a safe environment in which children can learn and develop.

We recognise that because of the day to day contact with children, school staff are well placed to observe the outward signs of abuse. The school 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 in the school 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.

Procedures

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

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role. This training will be undertaken every two years.
- The designated person for Plumtree school is Amy Hashim.
- Ensure all staff receive training in child protection every 3 years.
- Ensure every member of staff (including temporary and supply staff and volunteers) know the name of the designated senior person responsible for child protection and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and for referring any concerns to the designated senior person responsible for child protection.
- 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 prospectus.
- Notify Social Services if there is an unexplained absence of more than two days of a pupil who is on the child protection register.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding 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 pupil file, and in locked locations.
- Ensure safe recruitment practices are always followed.

- Deal with any allegation made against a member of staff in accordance with the guidelines set out in 'Safeguarding Children and Safer Recruitment in Education 2007'.
- All staff are required to read the policy and familiarise themselves with the Safe Guarding Children File which includes guidance on identifying and dealing with possible abuse.

Teaching, learning and the curriculum

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 school may be the only stable, secure and predictable element in the lives of children at risk. 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.
- The school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The school behaviour policy which is aimed at supporting vulnerable pupils in the school. The school will ensure that the pupil 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 pupil such as Social Services, Child and Adult Mental Health Service, Education Welfare Service and Educational Psychology Service.
- Ensuring that, where a pupil on the child protection register leaves, their information is transferred to the new school immediately and that the child's social worker is informed.

Guidance on Record Keeping

Good practice for keeping child protection records includes noting the date, event and action taken. Reports prepared for child protection conferences should focus on the child's:

- educational progress and achievements
- attendance
- behaviour
- participation
- relations with their peers and others
- appearance, where appropriate
- interaction with other children and adults

If relevant, reports should include what is known about the child's relations with his/her family and the family structure. Reports should be objective and based on evidence. They should distinguish between fact and observation, allegation and opinion.

We would:

- Make reports available to the child's parents prior to the child protection conference unless to do so would place the child at risk of significant harm.
- Provide written reports to the child protection conference.
- Arrange for a designated teacher to attend the child protection conference.