



# **St Margaret's Preparatory School**

## **Child Protection Statement**

St Margaret's fully recognises its responsibilities for child protection.

Our policy applies to all staff, governors and volunteers working in the school and was updated in October 2019 to reflect the regulatory changes in KCSIE (Keeping Children Safe in Education) 2019. The main elements to our policy are to:

- Ensure we practise safe recruitment in checking the suitability of staff and volunteers to work with children.
- Raise awareness of child protection issues and equip children with the skills needed to keep them safe.
- Develop and then implement procedures for identifying and reporting cases, or suspected cases, of abuse.
- Support pupils who have been abused in accordance with their agreed child protection plan.
- Establish 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 who they can approach if they are worried.
- Include opportunities in the curriculum, including PSHEE and Computing for children to develop the skills they need to recognise and stay safe from abuse.

We will follow the procedures set out by the Wiltshire Safeguarding Children Board; available at [www.wiltshirescb.org](http://www.wiltshirescb.org) and take account of guidance issued by the Department for Education to:

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role; this includes EYFS.
- Ensure that the Designated Safeguarding Lead (DSL) receives appropriate training at least every two years and that all other staff and volunteers are trained at least every three years and receive regular safeguarding updates as appropriate.

- Ensure we have a nominated governor taking a lead role for child protection who receives training every two years.
- Ensure every member of staff, volunteer and governor knows the name of the DSL and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the DSL.
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations on the school website.
- Notify social care locality team 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.
- Follow local procedures where an allegation is made against a member of staff or volunteer.
- Ensure safe recruitment practices are always followed.
- Ensure staff and volunteers understand their responsibilities for safer working practices as laid out in the school's Code of Conduct.
- Ensure that any allegations against members of staff with a child protection aspect are dealt with following local procedures – all such concerns to be dealt with urgently.
- Ensure that the school building and site are appropriately secure with a clear record kept of any risk assessments carried out.
- Ensure that other school policies which have a safeguarding element are all consistent with this policy and with each other and where appropriate make reference to this policy.
- Carry out an annual child protection and safeguarding audit