POLICY TITLE: **Child Protection Summary**

AIM:

- To inform staff, parents, volunteers and governors about the school's responsibilities for safeguarding children.
- To enable everyone to have a clear understanding of how these responsibilities should be carried out.
- To develop and implement procedures for identifying and reporting case or suspected cases of abuse.
- To support students who have been abused in accordance with the agreed child protection plan.
- Establish and maintain an environment where children are safe and feel secure, and can learn and develop.

The Headteacher/Principal and school ensure that:

- Ensure that the school operates within the legislative framework and recommended guidance.
- We have a designated teacher for child protection who has received appropriate training and support for their role.
- All staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated teacher responsible for child protection. Ensure that all staff and volunteers are aware of the Hertfordshire Safeguarding Children Board Child Protection Procedures.
- Ensure that the school effectively monitors children about whom there are concerns.
- We notify social services if there is an unexplained absence of more than two days of a pupil who is on the child protection register.
- Effective links are developed with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences.
- Provide guidance to parents, children and staff about obtaining suitable support.
- All records are kept securely, separate from the main pupil file, and in locked locations.
- Procedures are developed and then followed where an allegation is made against a member of staff or volunteer.
- Safe recruitment practices are always followed, including carrying out DBS checks.
- All staff receive formal training in accordance with Government legislation, and are reminded of their responsibilities under this policy annually.
- All students are made aware that school staff are expected to observe appropriate boundaries with students of all ages and that staff are not permitted to contact students from their private phone or email address, by texting or through social networking or similar sites. This is facilitated through PSHE lessons and assemblies.

The school follows the procedures established by the Hertfordshire Safeguarding Children Board - a guide to procedure and practice for all professional staff in Hertfordshire who work with children.