



**ST ANDREW'S RC PRIMARY  
CHILD PROTECTION POLICY STATEMENT  
UPDATED AUGUST 2020  
(To be reviewed August 2021)**

**RATIONALE**

Child protection must be seen within the wider context of supporting families and meeting children's needs through GIRFEC. GIRFEC:

- puts children's needs first;
- ensures that children are listened to and understand decisions that affect them; and
- ensures that they get the appropriate co-ordinated support needed to promote, support and safeguard their wellbeing, health and development.

GIRFEC requires that all services for children and young people and adult services working with parents and carers of children and young people – including social work, health, education, police, housing and third sector services – adapt and streamline their systems and practices so that, where necessary, they can work together better to support children and young people. This includes strengthening arrangements for information-sharing. The approach encourages earlier intervention by practitioners to avoid crisis situations at a later date and ensures that children and young people get the help they need when they need it. With its emphasis on shared assessment based on common language, it facilitates information-sharing and stresses the importance of understanding risks and needs across all aspects of the child's wellbeing.

These principles, enshrined in legislation and practice in child protection, are derived from Articles of the [UN Convention on the Rights of the Child](#), ratified by the UK Government and endorsed by the Scottish Government. They should underpin all code and practice in child protection. These principles include:

- each child has a right to be treated as an individual;
- every child who can form a view on matters affecting them has the right to express those views if they so wish, and those views should be given due weight in accordance with the child's age and maturity;
- parents should normally be responsible for the upbringing of their children and should share that responsibility;
- each child has the right to protection from all forms of abuse, neglect or exploitation;
- insofar as is consistent with safeguarding and promoting the child's welfare, public authorities should promote the upbringing of children by their families;
- and
- any intervention by a public authority in the life of a child must be properly justified and should be supported by services from all relevant agencies
- working in collaboration.

At St Andrew's all staff, including office support staff, and Commercial Services Staff will be trained and updated in Child Protection Policy and Procedure by the Midlothian Council Child Protection Officer every two years. This training will include updates on categories of abuse and understanding of risk factors for children.

All staff are expected to use the GIRFEC Wellbeing indicators to identify concerns for children the regard at risk. All concerns should be recorded on the Stage 1 referral form and given to the Headteacher as soon as possible.

On an annual basis staff are expected to review the categories of abuse and risk factors for children and remind themselves of Child Protection Procedures. This may be part of the initial In Service Day Training in August or at a Staff Meeting at the beginning of the year.

All staff will be issued with a card detailing the contact details of the Child Protection Officer in the school and a reminder of the procedures for dealing with a disclosure.

### **SCHOOL PROCEDURE**

- All staff, have a duty to protect children from risk and harm. All staff are expected to record any concerns they have on the Stage 1 referral form using the wellbeing indicators to categorise the nature of their concern.
- The Headteacher will monitor and collate all well being concerns and take appropriate action. Where necessary a referral may be made to the Wellbeing Concern Meeting chaired by the Team Leader of Family Support. The Headteacher will keep you informed of any action taken. Pupil chronologies should be updated to note well being concern.
- If a child discloses information which you consider to be a child protection matter, stay calm and follow the procedures for dealing with a disclosure:

#### **Guidelines for responding**

**First** Listen with care. Do not prompt or suggest an answer.

Use open-ended questions to establish the facts then STOP.

**Second** Reassure the child that you know it is not his/her fault.

**Third** Do not show disbelief

**Fourth** Do **not** give a guarantee of confidentiality.

**Fifth** Take the allegation seriously

#### **Procedures for dealing with a disclosure**

- **A guarantee of confidentiality must not be given to the child**
- Any discussion must be limited to establishing basic facts
- Tell the child that the Designated Member of Staff will have to be informed
- Record the basic facts (handwritten) as accurately as possible in the child's own words, signed and dated on the day of disclosure
- Refer immediately to the Headteacher or, in her absence, the PT

You will be kept informed of the outcome of the disclosure.

In circumstances where there is a significant concern that a child or young person has, or is at risk of being harmed or abused, the school is required to pass information to the Police, Social Work Department and Health colleagues who have a legal duty to investigate further.

The Headteacher will follow the Child Protection Procedures for Midlothian Council and make an Initial Child Protection Referral to the Duty Social Worker as detailed on the Child Protection contact sheet.

A record of all calls must be recorded to ensure accuracy in reporting and follow up investigations.

#### **KEY CONTACTS:**

- **DSM – Joanne Hunter (Acting Leader of Learning) Phone Ext: 7777**
- **Depute DSM – Lorraine Garriock (Principal Teacher – CN Provision) Phone Ext: 7786**
- **School office – Suzanne Brown Phone Ext: 7765**