




CLIFTON COLLEGE

	 CLIFTON COLLEGE
Title/Date	Safeguarding & Protecting Children Policy (Upper School) May 2011
Background	<p>Under the <i>1989 Children Act</i>, the <i>2004 Children Act</i> and all subsequent legislation and guidelines (<i>Every Child Matters</i>, <i>Working Together to Safeguard Children 2006</i> etc) dealing with the care and protection of children, Clifton College acknowledges that it has a duty and legal responsibility to ensure that all reasonable and proper procedures and practices are in place to ensure the safety and protection of children entrusted to its care.</p> <p>This Policy applies to <i>all</i> staff (teaching and non-teaching) and volunteers working in the School. It also applies to governors/members of the College Council. It is the intention and hope that this Policy will reflect the utmost importance which the School gives to the holistic care and welfare of its pupils.</p>
Positive Ethos	<p>The School endeavours to establish and maintain a positive and supportive environment and ethos in which children feel secure, are encouraged and given confidence to relate appropriately to adults and their own peers. The pastoral care system in the School enables pupils to approach responsible adults, on a variety of levels, if they are worried or in difficulty. Indeed, the many routes available to pupils are clearly indicated in pupils' Prep Diaries.</p> <p>We recognise that children who have been abused may find it difficult to develop a sense of worth. They may feel helplessness, humiliation and a misplaced sense of self-blame. The School will endeavour to support such pupils through focussed pastoral care and counselling, making referrals to outside agencies when appropriate.</p> <p>The School curriculum (especially PSHE, Religious Studies, English, Drama and ICT lessons) equips children with the skills they need to stay safe from abuse and to know to whom to turn for help.</p>
Definitions	<p>The <i>1989 Children Act</i> identifies four categories of abuse:</p> <p style="text-align: center;">Physical Abuse; Emotional Abuse; Sexual Abuse; Neglect</p> <p>Physical Abuse: Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.</p> <p>Emotional Abuse: Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on a child's emotional development. It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying, causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.</p> <p>Sexual Abuse: Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetrative (e.g. rape, buggery or oral sex) or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, sexual online images, watching sexual activities, or encouraging children to behave in sexually inappropriate ways.</p> <p>Neglect: Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:</p> <ul style="list-style-type: none"> - provide adequate food, clothing and shelter (including exclusion from home or abandonment) - protect a child from physical and emotional harm or danger - ensure adequate supervision (including the use of inadequate care-givers) - ensure access to appropriate medical care or treatment <p>It may also include neglect of, or unresponsiveness to, a child's basic emotional needs. (<i>Working Together to Safeguard Children, HM Government, 2006, pp37f</i>)</p> <p>Historical abuse: There may be occasions when a child or adult discloses abuse which occurred in the past. This 'historical abuse' must be treated in exactly the same way as a disclosure or suspicion of current child abuse; the abuser may still represent a risk to children now.</p>
E-Safety and Safeguarding Children	<p>The School is keen to encourage and to educate its pupils in making the most of the opportunities provided by new technologies (including fixed and mobile internet, new generation mobile phones, personal digital assistants (PDAs), and portable media players). However the School acknowledges that there are associated risks to the well-being of children which may include the following: exposure to inappropriate material of a sexual or violent nature, physical dangers, online/cyber bullying and addictive behaviour. The School recognises the dangers posed by the Internet and, consequently, its ICT system is monitored and managed in ways which are designed to inhibit abuses and to safeguard pupils. These safeguards are outlined in detail in the School's <i>E-Safety</i> and <i>Anti-Bullying</i> Policies and in accordance with the <i>Protocol for managing, testing and investigating the security of the IST system</i>.</p>

Procedures	<p>The School will:</p> <ul style="list-style-type: none"> • ensure that it has a designated senior member of staff who has undertaken appropriate training. At present, the Designated Child Protection Officer is the Rev'd Kim Taplin (College Chaplain, tel. 0117 315 7257) and in his absence, Miss Alex Tebay (Senior Mistress, tel. 0117 315 7170) should be consulted; • ensure that all staff and governors know: <ul style="list-style-type: none"> ○ the name of the C.P.O. and his/her role ○ that they have an individual responsibility for referring child protection concerns ○ the procedures and practices identified within the School Policy; • ensure that members of staff are aware of the need to be alert to signs of abuse (contained in training pack) and know how to respond to a pupil who may tell of abuse; • ensure that parents have an understanding of the responsibility placed on the School and staff in relation to child protection; • provide child protection training within the induction programme for all new members of staff (recorded in the training log), and will provide whole-College training periodically every three years; • ensure that senior pupils (praeposters) receive training about their role and responsibilities concerning the welfare of pupils; • work to develop effective ongoing links with relevant agencies and co-operate as required with their enquiries regarding child protection matters, including attendance at case and review conferences; • keep written and secure records of concerns about children (noting the date, event and action taken), even where there is no need to refer the matter to Social Care; • designate a governor/member of the College Council for child protection who will oversee the School's policy and practice. At present, the governor is Mrs Carol Lear (tel. 0117 942 3610); • ensure that the duty of care towards pupils and staff is promoted, by raising awareness of illegal, unsafe and unwise behaviour and assist staff to monitor their own standards and practice. • The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment; the School complies with DCSF <i>Guidance Safeguarding Children and Safer Recruitment in Education</i>.
Practice	<p>When abuse is disclosed, observed or suspected, staff should take the following action:</p> <ul style="list-style-type: none"> • Listen with care, reassurance, seriousness and sincerity that the child is being believed. • Inform the child that confidentiality may not be maintained if the withholding of the information will prejudice the welfare of the child. Confidentiality is crucial to all our relationships – <i>but the welfare of the child is paramount</i>. • Affirm the child's feelings as expressed and avoid making judgments. <i>Do not ask leading or closed questions</i>. Instead, ask open questions e.g. "How did this make you feel?" • Write an accurate and contemporary record of the conversation. • Inform the School's Child Protection Officer as soon as possible and certainly within 24 hours. Under no circumstances should staff seek to investigate the claims further themselves. • Where there is a concern about a child's welfare, the Child Protection Officer will establish the prima facie facts of the case and will then inform the relevant Social Care Duty Team (Children and Young People's Services). Areas: Ridingleaze House – 0117 903 1700; Broadwalk – 0117 903 1414; Hartcliffe – 0117 353 2200; Welsman – 0117 903 6500. Outside of office hours, the Emergency Duty Team may be contacted (01454 615165). Initial contact should be made as soon as possible and certainly within 24 hours. Any telephone referral will be followed up in writing within 48 hours. It is also good practice to inform the parents of the child, unless to do so would be to place the child at greater risk. The College's Principal Medical Officer will also be informed. • Following serious allegations or statements involving staff of the College, the protocols outlined in <i>Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children (April 2006)</i> and <i>Safeguarding Children and Safer Recruitment in Education (2007), chapter 5 – Dealing with Allegations of Abuse against Teachers and other Staff</i> will be followed. The Head Master will contact the local authority's designated officer (Catherine Boyce or Lyn Parr – 0117 903 1930) as soon as an allegation comes to light, however trivial. The designated officer will then consult police and social care colleagues as appropriate. The Head Master will not investigate the substance of the allegation without first seeking advice. If an allegation is made against the Head Master, the Chairman of the Council will be informed. If the Child Protection Officer is subject to allegation or suspicion, the Head Master will be informed.
Links with other policies and documents	<p>School rules; Anti-Bullying Policy; Guidance on Safe Working Practices (including 'whistle-blowing'); Staff handbook; Attendance & Missing Pupils Policy; e-Safety Policy; Electrical Device Acceptable Use Agreement; Protocol for managing, testing and investigating the security of the IST system.</p>
Training	<p>The Designated Child Protection Officer receives training every 2 years – Level 3 trained The Assistant CPO and Deputy Head Pastoral are Level 2 trained – they receive training every 2 years All staff are given INSET on Safeguarding & Protecting Children every 3 years. All new members of staff (regardless of their areas of work) are given full induction on Safe Working Practice and Safeguarding & Protecting Children.</p>
Implementation By whom to whom and how	<p>All Staff should be aware of and implement this policy. This Policy is implemented and disseminated through staff induction, Housestaff and Matrons' handbooks, and the ongoing training of the C.P.O., teaching and non-teaching staff.</p>

disseminated	It is published in the Staff handbook, HoMs handbook and on the School's website. Parents are apprised of the Policy and regulations via the Parents' Handbook.
Review	<p>The Policy is reviewed annually by the Head Master, the Head Master's Management Group, the Housemasters/mistresses and the College's Council. It will also be reviewed following any significant incident involving Child Protection. If deficiencies or weaknesses are found in this policy then the policy will be reviewed and remedied as appropriate and any amendments made with immediate effect.</p> <p>The Policy has been reviewed and approved by the College's legal advisors and by Bristol City Council's Child Protection Advisor to Schools, with whom open channels of communication are fostered.</p> <p style="text-align: right;"><i>K Taplin, Child Protection Officer (Upper School)</i> <i>J P Middleton, Deputy Head (Pastoral) Upper School</i></p> <p>The next review date will be June 2012.</p>