



March 2019

Highland Schools Child Protection Policy for Dunvegan Primary School

'Safer Highland' believes that every child/young person, regardless of age, has at all times, in all situations a right to feel safe and protected from any situation or practice which results in the child/young person being physically or emotionally damaged. In Dunvegan Primary School we are committed to creating an environment in which children/young people are safe from abuse and in which any suspicion of abuse is responded to promptly and appropriately. The well-being of children/young persons in our care takes precedence over any other consideration. It is the clear responsibility of all staff involved in Dunvegan Primary School to adopt good practice throughout their work.

In order to achieve this we will:

- Follow the Highland Practice Model (GIRFEC) to work in partnership with parents, carers, Highland Council colleagues and other agencies to promote good practice in the area of child protection.
- Update any changes in child protection policy and practice under the guidance from the designated person in the school
- Endeavour to ensure that all staff have access to appropriate child protection training every three years (two years for the designated CP lead), supervision and support in order to implement this policy effectively and with the minimum of stress. Twilight top-up sessions will be delivered annually to all staff and partners by the Head Teacher.

The detailed arrangements, systems and procedures for ensuring that the above policy statements are fully implemented are contained in the "Inter-Agency Guidelines to Protect Children and Young People in Highland" published by the Highland Child Protection Committee.

Child abuse is a criminal offence. All staff working in Dunvegan school have an ethical duty to report any reasonable concern that a child may be being abused.

The role of members of staff is to inform the designated person and/or Named Person of any instance, which suggests that abuse is taking place. It is not the role of the member of staff to wait for proof, investigate or gather evidence of abuse.

When a child/young person tells an adult about possible abuse, his or her statements should not be dismissed or ignored. The adult should attend carefully to what the child wants to communicate, taking account of the child's/young person's age and stage of development, and allow the child/young person to say what he or she wants to say without being drawn into detailed questioning.

REMEMBER: Any concerns about the well-being of a child/young person need to be shared. No matter how good we are at evaluating and assessing matters to do with children, when it comes to the child's/young person's welfare we cannot evaluate and assess potential danger, risk, damage, as we only know a tiny part of the whole picture. We

must share our concerns with the designated/Named Person. See; Information Sharing Between Services in Respect of Children and Young People <http://www.scotland.gov.uk/Resource/0041/00418080.pdf>

Child Protection Procedure checklist for Dunvegan staff.

If:

- a child/young person has been injured, eg. bruising;
- a child/young person is seen in the company of people, either adults or children, who may be putting the child at risk;
- a specific allegation of child maltreatment has been made;
- there are anxieties that a child may be experiencing continuing maltreatment or neglect; or
- a child/young person is behaving in a way that is dangerous to him or herself or others.

The member of staff must:

RECORD

Respond without showing any signs of disquiet, anxiety or shock. Take what the child/young person says seriously.

Enquire casually about how an injury was sustained or why the child/young person appears upset.

Confidentiality must not be promised to children or adults in this situation.

Observe carefully the demeanour or behaviour of the child/young person.

Record in written detail, as soon as possible, what has been seen and heard.

Do not interrogate or enter into detailed investigations: rather encourage the child/young person to say what he/she wants until enough information is gained to decide whether or not a referral is appropriate.

Members of staff must not:

- Investigate suspected/alleged abuse themselves
- Evaluate the grounds for concern
- Seek or wait for proof
- Discuss the matter with anyone other than SMT/Named Person.

REPORT to the designated person without delay

In Dunvegan School the designated person is Vicki Parfitt.

In her absence the deputy is Marion MacGregor.

If necessary please call Norma Young: 01478 613697

Quick child concern forms are available in the staffroom, the Nursery and the school office. These are for staff to use a quick way of passing on a concern if an email or a meeting is not immediately possible. All staff also keep a blank child concern form on their desktop.

Further information can be found in the Highland Child Protection Committee's, "Inter-agency Guidelines to Protect Children and Young People in Highland" <http://forhighlandchildren.org/2-childprotection/publications> as follows:

Definitions	section 1
Collective Responsibilities for Child Protection	section 2
Other responsibilities for schools (nursery primary, secondary, home educated)	section 8

Other useful publications:

- Highland Children's Services Practice Guidance - Getting it Right For Every Child
<http://www.forhighlandschildren.org/5-practiceguidance/high-pract-model.pdf>
- Children (Scotland) Act 1995 <http://www.legislation.gov.uk/ukpga/1995/36/contents>
- Protection of Children (Scotland) Act 2003
<http://www.legislation.gov.uk/asp/2003/5/contents>

Useful websites:

www.forhighlandschildren.org link to:

- Inter-agency Guidelines to Protect Children and Young People in Highland
<http://forhighlandschildren.org/2-childprotection/publications>
- Children Missing from Education
<http://www.highland.gov.uk/NR/rdonlyres/EB5D3ACB-EA0B-4B2F-A1E0-573C26CB2745/0/CHILDRENMISsingFROMEDUCATIONFORMv1final.pdf>
- Highland Underage Sex Protocol
<http://www.husp.org.uk/>
- Pan-Highland Data Sharing Protocol
<http://www.forhighlandschildren.org/4-icspublication/>

Dunvegan Primary School will always seek to work with children and families in a clear, positive and open way, bearing in mind always that the welfare of the children is paramount. The school will follow HCPC Highland Practice Model (GIRFEC) procedures.

Addition information for Dunvegan Primary School

1. Lone worker procedures:

We have two classrooms in Dunvegan which are outside of the main school building. We have therefore adopted the following procedures:

- Nursery: If a member of staff is alone with part of the group at any time the Clerical or HT is notified and they will be available to check the Nursery every 10 minutes. Walkie Talkies are also to be charged and used when needed.
- EM P6-7 : Walkie talkies are charged and used when needed. A P7 is designated to use the walkie talkie if necessary. If the class teacher is unable to be present, the designated P7 will lead the class to the library, or he/she will find an adult in the main building.

Dunvegan School has a School Emergency Plan. Please see this for the Emergency Lockdown procedure. We are currently waiting for the school security to be upgraded as the current system is broken.

2. School traffic and parking:

- Our Dunvegan school playground runs into the driveway and car park. Health and Safety have visited (April 2018) and report that we should continue with our current practice of coning off the playground to prevent cars from entering the play area. Further recommendations have been sent to HC.

The following system is used to ensure safety at the end of the school day:

The first children to leave are those travelling on the school bus and these children are escorted out and onto the bus by staff. The next to go are those that are being picked up by parents in vehicles and the last to go are those that are cycling and walking.