



# Merrydale Infant School Safeguarding Policy

Chair's signature ... *Mrs Elizabeth Surtees*

Head's signature... *Mark Tipple-Johnson*

Date agreed by the Governing Body  
6<sup>th</sup> October 2022

Date to be reviewed October 2023

## **The relationship between Safeguarding and Child Protection.**

The staff and governors at Merrydale Infants are committed to safeguarding their pupils.

**The Child Protection Policy** sets out how the governing body discharges its statutory duty relating to safeguarding and promoting the welfare of children at Merrydale Infant School.

This **Safeguarding Policy** explains the differing ways our school supports the emotional and welfare needs of its pupils. Furthermore, it 'highlights' safeguarding policies e.g the Safeguarding Children, Safer Recruitment and Selection Policy

What this Policy Covers :

- Our School Ethos
- Nominated Senior Safeguarding Personnel
- Safeguarding Aims
- Procedures including the protocol for safeguarding and the removal of children from school rolls
- Safeguarding Responsibilities
- Supporting Children through safeguarding
- Confidentiality
- Supporting Staff with their safeguarding duties
- Allegations against staff
- Whistle blowing
- Positive Handling and Physical Intervention
- Bullying
- Racist Incidents and Equality
- Addressing Prejudice Related Incidents
- Prevention and PREVENT Protecting Children from Extremism
- British Values - Democracy, The Rule of Law, Individual Liberty, Mutual Respect, Celebration of those of Different Faiths and Beliefs

- Health and Safety
- Appointment of staff and Safeguarding Children, Safer Recruitment and Selection

- Employees Code of Conduct and Behaviour at Work
- Female Genital Mutilation
- Visitors to school

## **Our School**

We pride ourselves on being an inclusive school, where we celebrate diversity and difference and acknowledge the richness that this brings to our school community. We aim to provide opportunities for all children to access a broad, balanced and creative curriculum, regardless of age, attainment, ethnicity, language or background that is personalised to meet children's individual needs.

## **Our School Ethos**

At Merrydale Infant School we are committed to provide a stimulating and caring learning environment to ensure our children achieve their highest potential to be successful in life. Excellence in learning is supported by developing moral values and respect through a variety of differing experiences including those beyond the local school community.

**Nominated Senior Safeguarding Person:** Mr M Tipple-Johnson - Headteacher

Designated Safeguarding Person:

Mrs H Weaver- Deputy

Mrs E Lee - Assistant Headteacher

Mrs H. Noton - Inclusion Manager

Mrs S Johnson - Business Manager

**Governor in charge of Safeguarding:** Mrs E. Surtees

The Governors and staff of Merrydale Infant School fully recognise the contribution it makes to safeguarding children. We recognise that all staff, volunteers and visitors have a full and active part to play in protecting our children from harm. The governors receive a termly safeguarding report and a summary of incidents are discussed regularly with the Safeguarding governor and the FGB at regular meetings where appropriate.

### **Safeguarding Aims:**

To support the child's/young person's development in ways that will foster security, confidence and independence.

To raise the awareness of all adult members of the school community of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse and of children in need.

To provide a systematic means of monitoring children known or thought to be at risk of harm.

To ensure good levels of communication between all members of the school community and other agencies  
To develop effective working relationships with other agencies, including Social Services, School Nursing Service and the Police.

**Procedures including safeguarding and the removal of children from school rolls.**

The Child Protection Policy sets out how the governing body discharges its statutory duty relating to safeguarding and promoting the welfare of children at Merrydale Infant School. The Child Protection Policy is an

Our school procedures for safeguarding children are in line with the Leicester Child Protection Procedures

We will ensure that:

We have a designated senior member of staff who undertakes regular inter-agency training and refresher training every year.

We have 3 members of staff who will act with the designated person's absence and undertake the appropriate training.

All members of staff develop their understanding of the signs and indicators of abuse and have training at least every 3 years.

All new members of staff, volunteers, governors and regular visitors will be given training in our safeguarding procedures.

Volunteers, governors, regular visitors will be made aware of their safeguarding responsibilities

All parents/carers are made aware of the responsibilities of staff members with regard to child protection procedures and the policy is made available to them.

**LEICESTER CITY COUNCIL PROTOCOL FOR SCHOOLS -  
SAFEGUARDING & REMOVAL OF CHILDREN FROM SCHOOL ROLLS**

The Children Act 2004 and Education & Inspections Act 2006 set out a series of requirements on local authorities and schools that relate to children missing from education (CME). We have been undertaking our duties under the above Acts for a number of years now. I am writing to you now to introduce a new protocol which relates to the process leading up to the removal of children from our school rolls.

Ofsted's letter to the Secretary of State for Education in July 2015 regarding the removal of pupils from school rolls (attached) serves to

highlight the risks that exist for some children who leave our schools. In anticipation of new legislation that is expected to be enacted in early 2017, the school agreed the introduction of the new LA Protocol For Schools - Safeguarding & Removal Of Children From School Rolls which applies when children leave our schools on Tuesday 26<sup>th</sup> January 2016. Ensuring that children do not go missing from education is a key safeguarding responsibility for our school; it plays an important part in preventing children from coming to harm.

The key principle is : *Independent confirmation of the details is always ideally required prior to removing a child from roll when a parent has advised of a move to another area or country outside of the UK. Where the only available information is from the parent, the child should be referred to the EWO and they will provide guidance on removal from roll. All available information should be triangulated to identify potential concerns. Where there are concerns about the child's wellbeing, the concerns should be carefully considered with the aim of either taking action to confirm the child's safe transfer to another school or LA or, to involving services as appropriate.*

Our safeguarding policy will be reviewed annually and up-dated.

### **Emergency contact numbers**

The school always insists on 2 emergency contact numbers for each child.

### **Safeguarding Responsibilities**

The staff and governors recognise it is everyone's responsibility to ensure the safeguarding of the pupils of Merrydale Infant School and of the children and young people in the wider community.

The designated senior Leader of staff is responsible for:

- Adhering to the Leicester Child Protection Procedures and School procedures with regard to all concerns raised.
- Keeping confidential written records of concerns even if there is no need to make an immediate referral.
- Contacting Social Services if any child subject to CP plans is absent without explanation.

## **Supporting Children**

We recognise that a child who is abused or witnesses domestic violence/abuse may find it difficult to develop and maintain a sense of self-worth. We recognise that a child in these circumstances may feel helpless and humiliated. We recognise that a child may feel self-blame. We recognise that the school may provide the only stability in the lives of children who have been abused or who are at risk of harm.

We accept that research shows that the behaviour of a child in these circumstances may range from that which is perceived to be normal to aggressive or withdrawn.

Our school will support all children by:

Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying.

Promoting a caring, safe and positive environment within the school according to our ethos.

Liaising and working together with all other support services and those agencies involved in the safeguarding of children.

Notifying Social Services as soon as there is any significant concern.

Providing continuing support to a child about whom there have been concerns who leaves the school by ensuring that their child protection record is forwarded, under confidential cover, to the child's new school as soon as possible.

Ensuring staff are vigilant to any change in a child's behaviour or appearance and ensure the correct procedures are followed according to the school's Child Protection Policy.

The school has a behaviour policy and a policy on children missing in education (following the PROTOCOL FOR SCHOOLS -

SAFEGUARDING & REMOVAL OF CHILDREN FROM SCHOOL ROLLS)

The school works closely with the Educational Welfare Office to ensure the best attendance possible of our pupils. There is a procedure in place to telephone parents for Children absent from school.

## **Violence and Harassment between children**

Sexual violence and sexual harassment can occur between two children of any age and sex. It can also occur through a group of children sexually assaulting or sexually harassing a single child or group of children.

Children who are victims of sexual violence and sexual harassment will likely find the experience stressful and distressing. This will, in all likelihood, adversely affect their educational attainment. Sexual violence and sexual harassment exist on a continuum and may overlap, they can occur online and offline (both physically and verbally) and are never acceptable. It is important that all victims are taken seriously and offered appropriate support. Reports of sexual violence and sexual harassment are extremely complex to manage. It is essential that victims are protected, offered appropriate support and every effort is made to ensure their education is not disrupted. It is also important that other children, adult students and school and college staff are supported and protected as appropriate.

In a way that is appropriate for the age of our children we are aware of the importance of:

- making clear that sexual violence and sexual harassment is not acceptable, will never be tolerated and is not an inevitable part of growing up;
- not tolerating or dismissing sexual violence or sexual harassment as "banter", "part of growing up", "just having a laugh" or "boys being boys";
- challenging behaviour (potentially criminal in nature), such as grabbing bottoms, breasts and genitalia and lifting up skirts. Dismissing or tolerating such behaviours risks normalising them; and
- understanding that all of the above can be driven by wider societal factors beyond the school and college, such as everyday sexist stereotypes and everyday sexist language.

Merrydale Infants considers the makeup of its children, including the gender and age range, and whether additional support for children with protected characteristics (who are potentially at greater risk) is appropriate. Our Inclusion manager and SLT work closely to ensure the safety of our pupils in relation to violence and harassment between children. Whole school safeguarding training from Jan 2019 included information on violence and harassment between children and staff have been made aware of Gov. UK

Sexual\_violence\_and\_sexual\_harassment\_between\_children\_in\_schools\_and\_colleges

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/719902/Sexual\\_violence\\_and\\_sexual\\_harassment\\_between\\_children\\_in\\_schools\\_and\\_colleges.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/719902/Sexual_violence_and_sexual_harassment_between_children_in_schools_and_colleges.pdf)

### **Child Criminal Exploitation: County Lines.**

The whole staff have received yearly safeguarding training from the Safeguarding in Education Officer, Safeguarding and Quality Assurance Unit- Social Care and Education. From 23<sup>rd</sup> January staff received training and information on child exploitation in criminal activities such as drug trafficking

### **Confidentiality**

We recognise that all matters relating to safeguarding children are confidential.

The headteacher or nominated member of staff will only disclose information on a need to know basis.

All staff have a professional responsibility to share information with other agencies in order to safeguard children/young people.

All adults are made aware through safeguarding training that they cannot promise a child to keep secrets.

All volunteers, governors and regular visitors are made aware of their duties regarding confidentiality...

### **Supporting Staff with their safeguarding duties**

We recognise that anyone working in the school who has become involved with a child/young person who has suffered harm, or appears to be likely to suffer harm, may find the situation stressful and upsetting.

We will support them by providing an opportunity in confidence to talk through their anxieties with the nominated Safeguarding member of staff and to seek further support as appropriate. E.g through Amica counselling service

### **Allegations against staff**

The school has a Management of Allegations of Abuse Against Adults Working with Children in schools Policy. We understand that a child may make an allegation against an adult member of the school community. If such an allegation is made, the person receiving the allegation will immediately inform the nominated safeguarding member of staff or the headteacher.

Advice is always sought from the Local Authority Lead Officer for Child Protection. If the allegation concerns the headteacher, the person receiving the information will immediately inform the Chair of Governors, who will consult with the local authority head officer.

### **Whistle blowing**

All adult members of the community should be aware of their duty to raise concerns, where they exist, about the attitude or actions of colleagues. The school will follow LA procedures for whistle blowing a copy of which is available from the school office, the website and from the staffroom.

### **Positive Handling**

Our Physical Intervention Policy focuses on positive handling by staff is set out in a separate policy Merrydale Infant School acknowledges that, on occasion, staff may find themselves in unforeseen or emergency situations when they have no option but to use reasonable force to manage a crisis. It is recommended that staff draw on their Team Teacher training in 2015. We understand that positive handling of a nature which causes injury or distress to a child may be considered under disciplinary procedures.

### **Bullying**

Our Anti- Bullying Policy set out in a separate policy, acknowledges that to allow or condone bullying may lead to consideration under safeguarding procedures. We are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils are encouraged to tell and know that incidents will be dealt with promptly and effectively. We are a TELLING school. This means that anyone who knows that bullying is happening is expected to tell the staff, parents or a trusted adult. Our School is proud of our ABC - Anti-bullying award.

## **Racist Incidents and Equality**

Our Single Equality Policy outlines our principles on equality. As a school, we welcome our duties under the Equality Act 2010. The Governing Body's Single Equality Policy provides education fairly to all pupils within the school and to gives equal treatment to its employees, pupils and members of the community regardless of their age, disability, marital status, ethnicity, religion, gender, sexual orientation, or national origin. The Governing Body promotes the elimination of discrimination and complies with all relevant Equalities legislation.

### Addressing Prejudice Related Incidents

This school is opposed to all forms of prejudice and recognises that children and young people who experience any form of prejudice related discrimination may fair less well in the education system. We provide both our pupils and staff with an awareness of the impact of prejudice in order to prevent any incidents. If incidents still occur we address them immediately and report them to the Local Authority using their guidance material. The Local Authority may provide some support.

## **Prevention and PREVENT Counter terrorism**

We recognise that the school plays a significant part in the prevention of harm to our children by providing children with good lines of communication with trusted adults, supportive friends and an ethos of protection.

The school community will therefore:

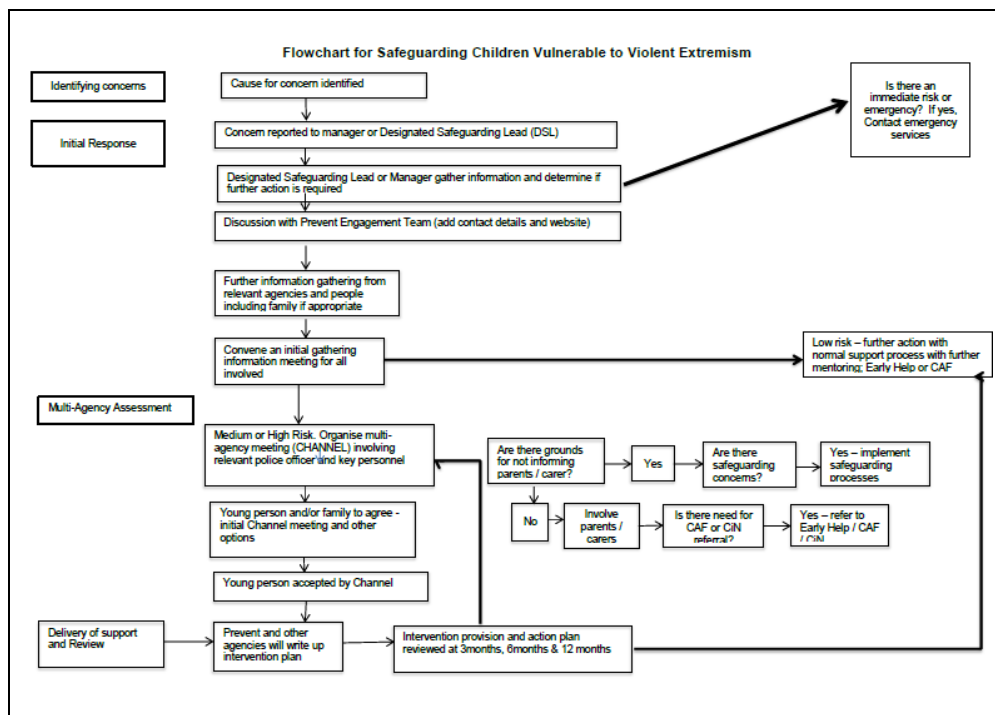
Establish and maintain an ethos where children feel secure and are encouraged to talk and are always listened to.

Ensure that all children know there is an adult in the school whom they can approach if they are worried or in difficulty. Include in the curriculum opportunities for PHSE which equip children with the skills they need to stay safe from harm and to know to whom they should turn for help.

The staff on 23<sup>rd</sup> November 2015 received Prevent Awareness Training to raise awareness of extremism and how to safeguard children from extremism. The school has a protecting children from extremism statement:

## Protecting Children from Extremism

'We encourage pupils to respect the fundamental British values of democracy, the rule of law, individual liberty and mutual respect, and understanding of those with different faiths and beliefs. We ensure that partisan political views are not promoted in the teaching of any subject in the school and where political issues are brought to the attention of the pupils, reasonably practicable steps will be taken to offer a balanced presentation of opposing views to pupils.'



## British Values

From the summer 2015 the school has a new Teaching and Promoting British Values at Merrydale Infant School Policy. The Government set out its definition of British values in the 2011 Prevent Strategy, and these values have been reiterated this year (2014). At Merrydale Infant School these values are reinforced regularly and in the following ways:

### Democracy

Each year the children decide upon their class rules. We have a school council which meets regularly with the School Council coordinator and sometimes SLT to discuss issues raised in class.

### The Rule of Law

The importance of laws, whether they be those that govern the class, the school, or the country, are consistently reinforced at Merrydale.

### Individual Liberty

At Merrydale, pupils are actively encouraged to make choices, knowing that they are in a safe and supportive environment. As a school we

educate and provide boundaries for young pupils to make informed choices, through a safe environment and an empowering education.

#### Mutual Respect

Mutual respect is at the heart of our values. Children learn that their behaviours have an effect on their own rights and those of others.

#### Celebration of those of Different Faiths and Beliefs

At Merrydale we actively promote diversity through our celebrations of different faiths and cultures. As a school we work closely with families from different faiths in order to ensure that all children are included.

#### **Health and Safety**

Our Health and Safety policy, set out in a separate document, reflects the consideration we give to the safeguarding of our children. We are proud of our Outstanding Judgement for Health and Safety.

#### **SEN and Disabilities**

The school has children with significant SEN and disabilities and has appointed an inclusion manager who has a greater awareness than of these children's behaviour, mood, and possibility for injury. Through the inclusion manager extra pastoral support is coordinated

#### **Appointment of staff**

Our Safeguarding Children, Safer Recruitment and Selection Policy, set out in a separate document, acknowledges our responsibility for protecting children. In our school safer practice in recruitment means thinking about and including issues to do with child protection, safeguarding and promoting the welfare of children at every stage of the process. It starts with the process of planning the recruitment exercise, and, where the post is advertised, ensuring that the advertisement makes clear the school's commitment to safeguarding and promoting the welfare of children. It also requires a consistent and thorough process of obtaining, collating, analysing and evaluating information from and about applicants.

## **Employees Code of Conduct and Behaviour at Work**

Our Employees Code of Conduct and Behaviour at Work Policy

includes guidance drawn from the Safer Working Practice for Adults who work with Children and Young People in Education Settings... Safer Employment Team March 2009. This policy explains to all adults working with children that the nature of their work and the responsibilities related to it; place them in a position of trust. This policy and its practice guidance provides clear advice on appropriate and safe behaviours for all adults working with children in paid or unpaid capacities within our school

## **Female Genital Mutilation**

From the Summer term 2015 the school has added an appendix to the Child Protection Policy concerning FGM. Merrydale Infant School has robust and rigorous safeguarding procedures and takes its responsibilities of child protection very seriously.

Female Genital Mutilation is a form of child abuse and as such is dealt with under the school's Child Protection Policy. Designated senior staff for child protection in schools are aware of the guidance that is available in respect of FGM, and are vigilant to the risk of it being practised.

Ms. H. Noton attended FGM awareness training 11th May 2015 and whole school awareness training took place in the summer term 2015.

"Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology." - DFE 2017

## Summary: Mandatory reporting of FGM\*

Duty applies to regulated health and social care professionals and teachers in England and Wales.

Requires these professionals to make a report to the police if, in the course of their professional duties, they:

- are informed by a girl under 18 that an act of FGM has been carried out on her; or
- observe physical signs which appear to show that an act of FGM has been carried out on a girl under 18 and have no reason to believe that the act was necessary for the girl's physical or mental health or for purposes connected with labour or birth.

\*Introduced in Section 5B of the FGM Act 2003, as inserted by section 74 of the Serious Crime Act 2015



## New duty for health and social care professionals and teachers to report female genital mutilation (FGM) to the police

### What is the new duty?

On 31 October 2015 a new duty was introduced that requires health and social care professionals and teachers to report 'known' cases of FGM in girls aged under 18 to the police.

For example, if a doctor sees that a girl aged under 18 has had FGM they will need to make a report to the police. Or, if a girl tells her teacher that she has had FGM, the teacher will need to report this to the police.

### What will happen after the case has been reported to the police?

FGM is a serious crime and the police will need to investigate each reported case appropriately. The police will work with social care professionals to make sure that the girl is safe and her needs are put first.

### Why is it being introduced?

When a girl has undergone FGM, a serious crime has taken place so it is very important that the police are involved as soon as possible. This will make sure that a proper investigation can take place.

The purpose of the new duty is to help make sure that professionals have the confidence to confront FGM and to help increase the number of referrals to the police so that cases can be investigated appropriately.

### What the new duty won't do

It **doesn't mean** that police will take action without consulting appropriately with social care professionals and other relevant professionals.

It **won't require** professionals to report cases to the police where they suspect FGM may have been carried out or think a girl may be at risk. The duty also doesn't apply to women aged 18 or over. Professionals will follow existing safeguarding procedures in these cases.

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### **Visitors to school**

The school has a Visitors Policy. In the summer term 2015 this policy was amended to include the following new counter terrorism advice:

When our school hosts visiting speakers, we must ensure that they are suitable and appropriately supervised on the premises. In the case of visiting speakers, for example, staff should ask to see the event content ahead of time, including any presentations and footage that will be used. They should also be willing to cancel the event if necessary. All volunteers in the school have an enhanced DBS