



Dunipace Primary School

Child Protection and Safeguarding

The purpose of this policy statement is:

- to protect children and young people who attend Dunipace Primary School from harm.
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to child protection.

This policy applies to anyone working on behalf of Dunipace Primary School, including the Senior Leadership Team, paid staff, volunteers, supply staff and students.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in Scotland.

Supporting documents

This policy statement should be read alongside Falkirk Council's policies, procedures, guidance and other related documents accessed through the Council's Intranet and public documents on Falkirk Council's website.

- Role description for the designated Child Protection officer
- Dealing with disclosures and concerns about a child or young person
- Managing allegations against staff and volunteers
- Recording concerns and information sharing
- Child protection records retention and storage
- Code of conduct for staff and volunteers
- Behaviour codes for children and young people
- Falkirk Council's ICT Appropriate Use Policy
- Online safety
- Anti-bullying
- Managing complaints
- Health and safety
- Induction, training, supervision and support
- Adult to child supervision ratios

*(See Appendix A)

We believe that:

- Children and young people should never experience abuse of any kind
- We have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

We recognise that:

- The welfare of children is paramount in all the work we do and in all the decisions we take all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting them
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for staff and volunteers
- Developing and implementing an effective online safety policy and related procedures
- Providing effective management for staff and volunteers through supervision, support, training and quality assurance measures so that all staff and volunteers know about and follow our policies, procedures and behaviour codes confidently and competently
- Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made
- Recording, storing and using information professionally and securely, in line with data protection legislation and guidance <https://www.falkirk.gov.uk/services/council-democracy/access-to-information/docs/data-protection/guidance/Data%20Protection%20Policy.pdf?v=201906271131>
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work, Team around the Child Meetings and one-to-one discussions
- Making sure that children, young people and their families know where to go for help if they have a concern using our safeguarding and child protection procedures to share concerns and relevant information with agencies who need to know, and involving children, young people, parents, families and carers appropriately
- Using our procedures to manage any allegations against staff and volunteers appropriately
- Creating and maintaining an anti-bullying environment and ensuring that we have a policy and procedure to help us deal effectively with any bullying that does arise

Policy adapted and amended from NSPCC:
<https://learning.nspcc.org.uk/media/1601/safeguarding-policy-statement-example.pdf>

- Ensuring that we have effective complaints procedures in place
- Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance
- Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable about sharing concerns.

If a child makes a verbal disclosure, I will:

- Listen to what the child has to say
- Make a handwritten note of the disclosure signed and dated
- Report the disclosure to the Child Protection Co-Ordinator(s): Stacey Collier-West (Lead) Kimberley Barr (Depute). In the absence of the HT or DHT, report to Angela Donnelly (PT)

When listening and speaking with a child, do not ask leading questions. Record what happened and what was said.

Do ask the child why or how questions.

General Concerns

If you have any general concerns about a child's welfare such as the child's presentation or emotional well-being please report to Stacey Collier-West and/or Kimberley Barr.

Where appropriate relevant information will be shared with key staff supporting children to ensure a consistency of strategies and interventions are in place to support individuals and/or families.

Home Learning Arrangements and Safeguarding Guidance

NB: This part of the policy is in the event of a pandemic or school closure that requires Home Learning to be put in place. The school will be in regular communication with our families if this is required.

Teacher engagement with children:

- Teachers will have daily live interaction with their classes.

Structure of engagement

- For any video sessions on Teams, children should mute their microphones prior to the meeting beginning. Children can be visible on screen to the rest of the class and their teacher.

Safeguarding for staff and children

- Staff will be asked to identify an area within their home that is suitable for home teaching via video. This would be a place that gives little personal information away (i.e. in front of a blank wall).
- Children will be asked to only access home learning in a public area of their home. Parents will be sent a protocol about home learning which includes this information.

Home Learning Tasks

- Pupils will be able to receive feedback on completed work submitted through Teams.

This policy was last reviewed on: 22.11.2023

Signed: *S. Collier-West*

Appendix A

Scottish Government Guidance, Guidelines, Policy and Legal Documents can be accessed on the following links:

<https://www.gov.scot/policies/child-protection/>

<https://www.gov.scot/publications/national-guidance-child-protection-scotland/pages/17/>

<https://www.gov.scot/policies/child-protection/latest/>

<https://www.gov.scot/publications/consultation-revised-national-guidance-child-protection-scotland-2020/>

Updated Child Protection Guidance in relation to Covid 19 written by the Scottish Government

<https://www.gov.scot/publications/coronavirus-covid-19-supplementary-national-child-protection-guidance/>

<https://education.gov.scot/media/hblh4yy0/cerg-remote-learning-080121.pdf>

Falkirk Council

<https://www.falkirk.gov.uk/services/social-care/protecting-from-harm/child-protection/>

<https://www.falkirk.gov.uk/services/social-care/protecting-from-harm/child-protection/docs/Child%20protection%20case%20conference.pdf?v=201912020902>

<https://www.falkirk.gov.uk/services/social-care/protecting-from-harm/child-protection/docs/E-safety%20for%20Children%20and%20Young%20People.pdf?v=201906271131>

<https://www.falkirk.gov.uk/services/social-care/protecting-from-harm/child-protection/docs/Forth%20Valley%20Inter%20Agency%20Child%20Protection%20Guidance.pdf?v=201906271131>

<https://www.falkirk.gov.uk/services/social-care/protecting-from-harm/child-protection/docs/Taking%20care%20of%20children%20-%20Information%20for%20families%20in%20Scotland.pdf?v=202004271445>

<https://www.falkirk.gov.uk/services/social-care/protecting-from-harm/child-protection/docs/What%20to%20do%20if%20you%20are%20worried%20about%20a%20child.pdf?v=202004271442>

<https://www.falkirk.gov.uk/services/schools-education/policies-strategies/anti-bullying-policy.aspx>