

Safeguarding for parents and carers: information

'Our school recognises our moral and statutory responsibility to safeguard and promote the welfare of pupils. We will endeavour to provide a safe and welcoming environment where children are respected and valued. We will be alert to the signs of abuse and neglect and will follow our procedures to ensure that children receive effective support, protection and justice.'

We have put together this booklet to give you some information about how we meet our safeguarding and child protection responsibilities. We have also included some tips to help you to keep your child safe.

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Our designated safeguarding lead is Sharon Downes

Our deputy designated safeguarding leads are Selina Frazer / Michael Kaitell

Our governor for safeguarding is Sue Barker

If you have any questions about this booklet, or if you would like to see our Child Protection Policy please contact Sharon Downes

IF YOU ARE CONCERNED ABOUT THE SAFETY OR WELFARE OF YOUR CHILD, OR A CHILD YOU KNOW, YOU SHOULD ACT WITHOUT DELAY.

YOU CAN ASK FOR ADVICE, OR REPORT YOUR CONCERN TO:

Out-of-hours duty team
Telephone: 020 8227 3860

Police
Telephone: 020 8984 1212

NSPCC child protection helpline
Telephone 0808 800 5000

Childline:
Telephone: 0800 1111

Many people worry that their suspicions might be wrong, or that they will be interfering unnecessarily. If you wish, you can telephone for advice without identifying the child. If the conversation confirms that you are right to be concerned you can then give the child's details. You will be asked for your name and address too, but the agencies will take anonymous calls, so if you really do not want to say who you are, you do not have to. Remember, it is always better to be safe than sorry.

WE HELP TO KEEP PUPILS SAFE BY:

- Having an up to date child protection policy
- Having other safeguarding policies, such as anti-bullying and internet safety
- Checking the suitability of all our staff to work with children
- Encouraging pupils to tell us if something is wrong
- Adhering to health and safety regulations
- Training all our staff to recognise and respond to child welfare concerns
- Appointing a designated person who has additional training in child protection
- Working in partnership with parents and carers
- Sharing information with appropriate agencies if we have concerns
- Managing and supporting our staff team

Ten tips for keeping your temper

Children and young people can be infuriating sometimes. They need to be taught the right way to behave and sometimes they test parents to the limit. The trouble is, if we lose our temper too often they may become frightened – or they may realise they have found just how to wind us up.

When you feel you are losing your temper or are ready to shout or lash out, try these tips to calm down. They may defuse the situation and give you time to consider how best to handle it.

1. Take some deep breaths
2. Count to 10
3. Close your eyes for a moment, to decide what to say
4. Depending on the age of your child, tell them calmly but firmly to go to their room
5. also, depending on the age of your child, leave the room and get some fresh air
6. Turn on some music – nothing too loud
7. Sit down
8. Hug a pillow
9. If another adult is present, hand over to them
10. Phone a friend

Child abuse and what to look for

No parent wants to think about the possibility of their child becoming a victim of abuse, and most children are never abused. Even so, it is important for parents to be aware of the possibility and to know that help is available if the unthinkable does happen.

Although there is always a lot of media focus on 'stranger danger', the abduction of children is rare and the threat from strangers is quite small. You should still ensure that your child knows the rules about keeping safe when they are out alone.

Most children know their abusers. They may be family members or friends of the family, someone who works with the child or someone who lives in the community.

There are four types of abuse: physical, emotional and sexual abuse and neglect.

There are many signs, or indicators that a child might be suffering abuse. There may be injuries, but it is more likely that you will notice some changes in your child's behaviour.

If you notice anything that concerns you, talk to your child to see if you can find out what is happening. Remember that, if your child is being harmed, she or he may be too frightened to tell you. If your child becomes distressed or you are not happy with the explanations, you could talk to an adult you trust or call a helpline or children's social care services. Our designated person at school will also try to help.

Some signs to look for are:

- Bruises or other injuries
- A change in behaviour – from quiet to loud, or from happy-go-lucky to withdrawn
- Pain or discomfort
- Fear of a particular person, or a reluctance to be alone with them
- Secrecy around a relationship with a particular person
- Reluctance to discuss where they go, or who they are with
- Sexual talk or knowledge beyond their years
- Being watchful always on edge
- Losing interest in their appearance, hobbies or family life
- Alcohol or drug taking
- Having money and refusing to say where it has come from
- Wetting the bed
- Becoming clingy

You will find more useful information in the school's child protection policy.

Contact details of people who may offer support are on the 'Sources of support' page of this booklet.

If your child is being bullied

We define bullying as behaviour that is deliberate, repeated more than once and is designed to be hurtful.

Bullies tend to pick on children who they think are unable to defend themselves. Bullying is not only about hitting or fighting. It also includes name calling, threats, taking belongings, intimidating and making unkind or abusive remarks. Children may try to hide the fact they are being bullied because they are afraid or ashamed but you might notice some signs, for example your child might:

- Change their behaviour
- Come home with torn clothing
- 'Lose' their dinner money, or ask for extra money
- Try to avoid going to school
- Complain regularly of headaches or stomach aches
- Have unexplained cuts and bruises
- Play truant

We have anti-bullying procedures that help us to identify and deal with any case of bullying in school, but bullying does not only take place in school, it can also happen in the home or in the community.

Bullying can be serious and cause a lot of distress. If your child tells you that they are being bullied in school, ask for their permission for you to tell us. They may not have told us themselves because they are afraid that the bully will find out and the bullying will get worse. Try to help them to understand that the bullying will not stop while it is kept secret. As soon as we know it is happening we will follow our anti-bullying procedures to try to stop it.

It is also distressing to suspect that your child might be bullying other children. Our anti-bullying procedures include trying to support children who bully to change their behaviour, so please talk to us if you think your child needs some help.

You will find some useful sources of information and support at the end of this booklet.

Children and the use of social media

- Mobile phones are only allowed in school if a child is walking to school alone and parents should provide written notification
- Parents should be vigilant regarding their child's use of social media and legally no child should have a facebook account until they are 14 years old
- We will recommend that parents should contact the police if they have evidence that their child is being cyber bullied. In school, any evidence of a child cyber bullying is a red offence and will go on your child's record.
- Parents should not publish photographs of children from this school on social media without their parents' permission

What we will do if we have a concern about your child

If we are concerned that your child may be at risk of abuse or neglect we must follow the procedures in our child protection policy. You can look at the school's policy online or request a copy in school. Please ask at Reception.

The procedures have been written in to protect all pupils. They comply with our statutory responsibilities and are designed to support pupils, families and staff. The procedures are based on the principle that the welfare of the child is the most important consideration. In almost all circumstances, we will talk to you about our concerns and we will also tell you if we feel we must refer our concerns to children's social care. We will ask your consent to make a referral, but in some circumstances we may need to make the referral against your wishes. We will only do this if we genuinely believe that this is the best way to protect your child, and the fact that you did not consent to the referral will be recorded.

If we think that talking to you first might in some way increase the risk to your child, we will report our concerns to children's social care and take advice from them. We will normally tell you that a referral is being made and we will record the reasons why we decided to follow this course of action.

All child protection records are kept separate from your child's general school file. Records are stored in a locked cabinet or drawer, and if stored on a computer they are password-protected. The only staff who have access to the records are those who need to know about the concerns in order to protect and support your child.

You can ask to see what information is held on your child and we will normally agree to this, but if we are unsure we will seek advice from the local authority designated officer or children's social care first.

Child protection is a very sensitive issue and it raises many questions and a range of strong emotions. We will do everything we can to support our pupils and you can be assured that any action we take will be in the best interests of your child.

Keep your children safe at the beginning and end of the school day

- Parents must not park on the zig-zag lines when dropping off their children to school
- All infant children must be seen into school by an adult and not left in the playground alone
- No child should be in the school playground before 8:30am
- If your child is brought to school by an older sibling, the older child must stay with the younger child until it is time for school to begin
- If your child is absent, it is your responsibility to notify the school on the first day of absence
- Please make sure that all contact information is kept up to date in particular the collection forms at the end of the day. If someone comes to collect your child who is not on the list he/she will not be able to take your child unless you have given permission to the school
- The school day ends at 3:05pm for the infants and 3:10pm for the juniors. All children must be collected by this time. Any child that has not been collected by 4:00pm the school has the right to contact the first response team (Police and Social Services) as this is classified as abandonment.

Appendix 2: Parent / Carer acknowledgement form

Hunters Hall has a child protection policy which means that staff will do everything they can to make sure that all the children in the school are free from harm, either in school or when the children are away from school.

To help staff keep your child safe, every member of staff must have training in child protection at least once every three years and the school has a Designated Child Protection Officer who looks into any worries about children in the school and who looks out for children who are thought to be at risk.

The school will inform the local authority if there are any significant reasons to be worried about your child's wellbeing. The school may become worried about a child if they notice behaviour and mood changes, physical marks, worrying play or social behaviour, or if a family member or a child says something that makes the school think that the child might be at risk of harm.

The school will usually inform you that they are making a child protection referral, but they are not required to tell you, nor do they need your consent to make a referral.

Name of Child
Child's Date of Birth
Name of Parent / Carer (1)
I have read this Child Protection Policy and I understand the actions that might be taken if there are any concerns about my child <input type="checkbox"/>
Signature
Date
Name of Parent / Carer (2)
Relationship to Child
I have read this Child Protection Policy and I understand the actions that might be taken if there are any concerns about my child <input type="checkbox"/>
Signature
Date