



Safeguarding & Child Protection Parent Booklet

Schedule for Developing, Monitoring and Review Policy

Date:	September 2021
The implementation of this:	Child Protection Governor, SLT,
Policy will be monitored by:	Designated and Deputy Designated Teacher for Child Protection
Monitoring and Reviewing:	Biennially, and as required following any change to provision.

Safeguarding and Child Protection – Parent/Guardian Information

This document gives important information about your role in safeguarding and protecting your child/children and those in our school community.

Child Protection is the title for the procedures we are duty bound to follow when concerns about a child's welfare are raised. **Safeguarding** goes beyond basic Child Protection procedures and must be embedded school's culture and ethos. We are committed to providing access to an appropriate curriculum that includes opportunities to explore emotional health and well-being, skills to stay safe and healthy, self-esteem, respect for others, defending those in need, conflict resolution and making informed choices.

A full policy for **Safeguarding and Child Protection** is available from the school upon request.

SAFEGUARDING TEAM

Principal	Nigel Arnold
Designated Teacher	Nigel Arnold
Deputy Designated Teacher	Lyn Johnston
Chair of B.O.G.	Leanne McCord
Designated Governor	Susan Croskery

As part of our Safeguarding development, all staff and visitors will be wearing badges to identify them in the school building. No other adults should be in school during normal school hours.

Parents

Parents/carers should:

- adhere to the school's safety and security procedures;
- telephone to report absence or provide a written note on the child's return;
- report to the office when visiting the school;
- sign children out to and back in from appointments;
- follow the procedures for reporting concerns as provided by the school;
- make the school aware of any changes in home life that may affect the child;
- make the school aware of any significant injuries the child has sustained;
- send any medicines to be administered with written, signed instructions;
- inform the school if pick up arrangements are changed or if the child is to be removed from school during the day;
- promote online safety at home and read school communications;
- report any concerns about their child/another child;
- ensure that children's exposure to and use of social media is age appropriate.

Visitors

Visitors are expected to:

- report to the office on arrival
- sign in and out of the school building
- wear a visitor badge at all times
- adhere to safeguarding rules provided by their contact in school

Child Protection

What is the school's role in protecting children?

The staff of our school has a duty to protect the children in our care. We seek to support parents in ensuring the welfare and education of their child is paramount. The Child Protection team will put the safety needs of children above all else and address all issues with their best interests in mind.

What procedures are followed when concerns about a child are raised?

The Child Protection team will seek clarification of any concerns raised. If necessary the school may seek advice from the Education Authority, the PSNI, or Social Services. Referrals from the school are made to Social Services and a case worker will decide on the next course of action. Parents or another relative will be kept informed as appropriate to each case. At all times the interests of the child will be our main concern.

Who should I speak to if I am concerned about a child?

If you have any concerns about a child's care or welfare please report them to Mr Arnold or Miss Johnston. These are the people within the school who have responsibility for Child Protection.

What should I do if a child tells me something of concern?

If a child discloses information that causes concern, listen to what they have to say but DO NOT question them. Pass on the information to the relevant staff in school as soon as possible or contact Social Services.

How do I know if my concerns are significant?

Please report even the smallest of concerns. Your observations may highlight a single incident or help us to recognise a pattern of problems. The Child Protection team will assess the significance of your concerns in the light of any other information they have received.

Will the information I give be treated confidentially?

Any information received will only be shared on a 'need to know' basis. At all times the welfare of the child is our main concern. Social Services can be contacted directly (see the next page) if you do not wish to make contact via the school.

What if I have concerns about a member of staff?

If you have concerns about any member of the teaching or non-teaching staff, these should be discussed with the principal.

Safeguarding & Child Protection Concerns

Parent Procedures

