



## **Safeguarding and Child Protection Policy** Summary for Parents

The Designated Leads for Safeguarding at Robson House are:

- Alyson Dermody-Palmer: Head of School
- Carla Stooke: Social Worker

The Deputy Lead for Safeguarding at Robson House is:

- Darryl Jones: Head of School

### **Purpose of the Policy**

Safeguarding helps children to achieve their full potential by delivering services and support to help them overcome barriers to achievement. Robson House is committed to providing a safe learning environment and safeguarding processes that promote the welfare of its pupils. The Safeguarding and Child Protection Policy provides clear direction to staff and others about expected behaviour when dealing with safeguarding issues to make sure they are handled sensitively and professionally. We will ensure you understand the school's statutory role to safeguard and promote the welfare of its pupils and this is the purpose of this summary.

### **Our School Commitment**

- We create an environment where children feel secure and are encouraged to talk and are listened to.
- We provide children with opportunities to discuss issues and talk about problems and make sure they know that there are adults in the school to whom they can go if they are worried or in difficulty.
- We teach children the skills they need to stay safe.
- We use safe recruitment practices.
- We have clear procedures for identifying safeguarding concerns and making child protection referrals when we need to.
- We monitor and support children on Child Protection or Child in Need plans and we attend relevant meetings and provide reports.
- We raise awareness amongst staff of safeguarding issues and ensure staff are equipped to deal with concerns.
- We work with parents and professionals by providing opportunities to talk, offering support and advice, and signposting to other services if extra support is needed.

- We work closely with other professionals and agencies to make sure children are safeguarded and are getting the right services to help them achieve their potential.

## **Procedures**

When there are concerns a child may be suffering from, or at risk of suffering from harm (physical, emotional, sexual or neglect) we will follow the London Borough of Camden Safeguarding Procedures and will refer to the Multi-Agency Safeguarding Hub (MASH) in Children's Services Social Work (CSSW).

## **Dealing with Disclosures**

If a child discloses they are being abused, the member of staff will;

- Listen to what is said without displaying shock or disbelief and accept what the child is saying.
- Allow the child to talk freely.
- Reassure the child but not make promises that it may not be possible to keep, or promise confidentiality, as a referral may have to be made to CSSW.
- Reassure the child that what has happened is not their fault and that they were right to tell someone.
- Not ask direct questions but allow the child to tell their story.
- Not criticise the alleged perpetrator.
- Explain what will happen next and who will be told.
- Make a formal record and pass this to the Designated Lead for Safeguarding.

## **Referrals**

A decision on whether or not to refer the pupil to CSSW will be made by the Designated Lead for Safeguarding.

When there is doubt about whether the concerns raised meet the threshold for Child Protection referral, the Designated Lead for Safeguarding may discuss the situation on a 'no names' basis with CSSW for advice on how to proceed.

As a parent/ carer, you would be contacted before a referral is made unless this would place your child at risk of further harm. If you did not agree with the referral but your child was still at risk of harm the referral would still be made.

## **Records**

Safeguarding records relating to children are confidential and will be kept in a designated safeguarding file separate to the pupil's education file on the My Concern database. These records are held securely within the school.

We record any safeguarding concerns and discuss these with you. We monitor any concerns we may have by keeping a log of these.

### **Safer Recruitment**

At Robson House we do everything we can to make sure anyone who works at the school is a safe and trustworthy adult. This includes that thoroughly checking applications, making sure the candidate is who they say they are, checking qualifications, getting references, checking employment history and ensuring the candidate is physically and emotionally able to do the job. Interviews are done by staff trained in safeguarding and checks are done with the Disclosure and Barring Service (DBS) to make sure the candidate is safe to work with children. These checks are carefully monitored and updated.

### **Confidentiality and Information Sharing**

All information gathered by school staff about your child and your family is confidential and can only be shared with your consent.

Where a child is suffering harm or at risk of suffering harm we have a legal duty to share this information with CSSW. Where child is on a Child Protection Plan or where there is a Child Protection Investigation being undertaken, we must share any information about the child requested by CSSW.

Safeguarding records will also be passed on to your child's next school when they move on from Robson House.

We have a legal duty to work with other professionals and agencies to make sure children are safeguarded and are getting the right services to help them achieve their potential. We can only work together to do this if we are able to talk to each other and share information and this is why we ask for your agreement to do this.

### **Staff Training and Support**

We are committed to making sure our staff are well equipped to deal with safeguarding issues. All staff are aware of the Child Protection and Safeguarding Policy and have regular safeguarding training.

We also have a social worker based at the school who oversees our safeguarding systems and provides advice and guidance on safeguarding issues.

We also have a number of other policies and procedures in place to ensure our pupils are safeguarded. These relate to:

- Bullying
- Conduct and safe teaching practice
- Providing intimate or personal care to pupils

- Behaviour and physical intervention
- Allegations against staff
- Whistleblowing
- Health and safety and risk assessments
- Racist and homophobic language
- Sex and relationships education
- Drugs and alcohol education
- First aid & administration of medicines
- On-line safety
- Attendance and children missing from school
- Children who harm others

All policies and procedures are available for you on Robson House's website or can be provided to you on your request.