

## **Child Protection Policy**

The health, safety and well-being of all children at the British International School (BISU) are of paramount importance to all the adults who work in our school. Children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe and respected in our school. The atmosphere within school is one that encourages all children to do their best. We provide opportunities that enable our children to take and make decisions for themselves.

The school incorporates the IB Learner profile throughout the school and in the Secondary School teaches personal, social and health education and citizenship, as part of the National Curriculum. This helps to develop appropriate attitudes in our children and makes them aware of the impact of their decisions on others. We also teach them how to recognise different risks in different situations, and how to behave in response to them.

## **Aims and Objectives**

This policy ensures that the owners, staff and volunteers in our school are clear about the actions necessary with regards to child protection issues. Its aims are:

- to raise awareness of child protection issues and equip children with the skills needed to keep them safe
- to ensure effective communication between all staff when dealing with child protection issues
- to implement correct procedures for those who encounter an issue of child protection
- ensure we practice safe recruitment in checking the suitability of staff and volunteers who work with our children by gathering enhanced disclosure from the C.R.B. and other relevant agencies both in the UK and abroad as relevant.
- to establish a safe environment in which children can learn
- to support a pupil who has been abused

## **The Role of the Child Protection Officer**

- The named person in our school who is the Child Protection Officer is Alison Macdonald. In her absence any concerns should be reported to the next most senior member of staff on site at the time.
- The Child Protection Officer will liaise with any teacher who has a pastoral responsibility for the child concerned.

- They will liaise with outside agencies concerning individual cases of active or suspected child abuse.
- The Child Protection Officer will provide support for staff who are dealing with child protection issues. Induction for new teachers should inform them of the Child Protection Officer's role and the procedures in place within our school.
- There may be times when adults in our school, in the course of their duty, use physical intervention to restrain children. The Child Protection Officer requires the adult involved in any such incident to report this to her immediately, and to record it in the Incident Book.

### **Record Keeping and Confidentiality**

- Staff should be aware early notes are more valid than those made at a later date. Therefore case notes should be made at the time and dated and signed on the approved school form. (See Appendix 1).
- These notes are confidential and once the designated teacher has been made aware of their contents, will be stored securely.
- Confidentiality in child protection is there to protect the child. When a child discloses abuse they do so in the probable expectation that help will be forthcoming. There will be a point in the disclosure when it is necessary to tell the child that this information needs to be shared with other professionals. We inform the child at all stages of who is involved, and what information we have given them.
- Parents have no right to information contained in any records kept which relate to child abuse, however all factual information will be required in any subsequent case conference or court proceedings which may be attended by the parents or the child.

### **The Role of Teachers**

When a child tells you about abuse:

- Always listen to a child who expresses concern or anxiety.
- Listen only to the information that the child wants to share.
- Do not ask probing questions - it is not your job to conduct an interview or investigation.
- Your job is to listen carefully and inform the relevant authority.
- If possible write down the exact words used by the child (these might be crucial evidence in any criminal, civil or disciplinary proceedings).
- Remember that this might be the only time the child is able to share his or her feelings.

- Do not make any promises that you will not be able to keep such as “I won’t tell anyone.”
- Always act and speak in a reassuring way.

When an adult expresses concern:

- Listen carefully without making any judgement or using leading questions. Recognise that the person who is speaking may well be angry, upset, confused; give them as much time and encouragement as is necessary or put them in immediate contact with one of the appropriate authorities.
- Make notes which are immediate, accurate and factual.
- Do not give any assurances that you will not be able to keep such as suggesting that you will not take the matter to the appropriate authority.
- Encourage the person to approach the appropriate authority themselves or offer to accompany them. If they are not prepared to do either, tell them that you will pass on the necessary information yourself.
- Obtain the necessary details.

All members of staff must act immediately on any serious suspicion or allegation of physical or sexual abuse by reporting to the school’s Child Protection Officer who will then take appropriate action.

Advice from other agencies will be sought in cases of uncertainty. Under no circumstances will the person concerned in the allegations be informed, questioned or confronted.

### **Supporting the child**

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self worth. They may feel helplessness, humiliation and some sense of blame. The school may be the only stable, secure and predictable element in the lives of children at risk. When at school behaviour may be challenging and defiant or they may be withdrawn. BISU will endeavour to support the pupil through:

- The content of the curriculum.
- The school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- The school behaviour policy which is aimed at supporting vulnerable pupils in school.
- The school will ensure that the pupil knows that certain behaviours are unacceptable but that they are valued and not to be blamed for any abuse which has occurred.



- Liaison with other agencies that support the child.
- Ensuring that when a pupil on the child protection register leaves, their information is transferred immediately to the new school.

### **Monitoring and review**

The owners and senior management team regularly review any incidents detailed in the Incident Book.

**AM March 2015**