



CHOLLERTON CHURCH OF ENGLAND AIDED FIRST SCHOOL

*Be the best you can be through: challenge,
nurture, inspiration, respect, happiness, inclusion, in a safe, loving
Christian family.*

SAFEGUARDING & CHILD PROTECTION POLICY

See: [x. SAFEGUARDING & CHILD PROTECTION PROCEDURE](#)

It is the responsibility of the Governing Body to ensure that the school has a Child Protection and Safeguarding Policy and procedures in place that are in accordance with Local Authority guidance and locally agreed inter-agency procedures approved by the Local Safeguarding Partnership.

Policy Statement

At Chollerton Church of England Aided First School, we fully recognise our responsibilities for safeguarding and promoting the welfare of children. This policy is one of a series in the school's safeguarding portfolio. This policy ensures our compliance with statutory requirements under *Keeping Children Safe in Education*, and is part of a comprehensive safeguarding portfolio. Our school is committed to a child-centred approach, where the welfare of each child is paramount. This policy applies to all staff, volunteers, and visitors to our school.

This policy is available on the school website, is included in the staff handbook, electronically, handbook and made available to all visitors

Definitions

Children includes everyone under the age of 18.

Child protection refers to the processes undertaken to protect children who have been identified as suffering from or being at risk of suffering significant harm

Staff refers to all of those working for or on behalf of the school, full time or part time, temporary or permanent in either a paid or voluntary capacity

Parent refers to birth parents and other adults who are in a parenting role, for example, step parents, foster carers and adoptive parents

Core Principles

- The school's **responsibility to safeguard** and **promote the welfare** of children is of paramount importance as safer children make more successful learners.

- **Every Child's Right to Protection:** All children, regardless of age, gender, race, ability, or background, have the right to protection from harm and abuse.
- **Vigilance and Awareness:** We are dedicated to fostering a culture of vigilance among staff to identify and act on signs of potential abuse or neglect.
- **Safeguarding as a Shared Responsibility:** Safeguarding is a shared duty for all individuals working within or connected to the school community, including agency staff and contractors.
- Anyone involved in Child Protection Issues will **receive the appropriate support;** whether pupil, staff or family.

Child Protection Statement

We recognise our moral and statutory responsibility to safeguard and promote the welfare of all pupils. We endeavour to provide a safe and welcoming environment where children and young people are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support and protection.

At Chollerton CE First School pupils are taught about safeguarding, including online, through various teaching and learning opportunities and the school is fully committed to this as part of the delivery of a broad and balanced curriculum. Children are taught to recognise when they are at risk and how to get help when they need it. The procedures contained in this policy apply to all staff volunteers, visitors and governors and are consistent with those of the local safeguarding partnership (NSSP)

Responsibilities to Children and Families

Our commitment extends beyond individual safeguarding measures; we strive to build a supportive, transparent, and collaborative relationship with families, recognising that safeguarding requires a shared understanding of the risks children may face. We aim to:

- Promote a partnership with families, supporting them to understand our statutory obligations and how they can work with us in protecting their children.
- Clearly communicate any concerns about a child's welfare with parents, except where this may increase risk.
- Coordinate with external agencies to offer appropriate support for families in need, working within the multi-agency safeguarding framework.

Policy Aims

- **To demonstrate** the school's commitment with regard to safeguarding to pupils, families and extended communities.
- **To provide** a safe and welcoming environment where all children are respected, valued, and protected.
- **To equip** staff with clear guidance on how to respond effectively to concerns, disclosures, and incidents of abuse or neglect.
- **To ensure** robust training, accountability, and support measures are in place for all staff, including supply staff and contractors.

- **To safeguard** the welfare of all individuals in our school community, acknowledging that adults, even if minimally, may also face risks, particularly when engaging with vulnerable individuals or managing sensitive issues.

Legislation and Guidance

- **Section 175 of the Education Act 2002** requires local education authorities and the governors of maintained schools to make arrangements to ensure that their functions are carried out with a view to safeguarding and promoting the welfare of children
- **The Teacher Standards 2012** state that teachers, including head teachers should safeguard children’s wellbeing and maintain public trust in the teaching profession as part of their professional duties.
- The statutory guidance, **Working Together to Safeguarding Children 2018**, covers the legislative requirements and expectations on individual services (including schools and colleges) to safeguard and promote the welfare of children. It also provides the framework for safeguarding to monitor the effectiveness of local services, including safeguarding arrangements in schools.
- The statutory guidance, **Keeping Children Safe in Education**, is issued under Section 175 of **the Education Act 2002**. Schools and colleges must have regard to this guidance when carrying out their duties to safeguard and promote the welfare of children. *All staff must read, and evidence that they understand the content of Part One of this guidance and have all been issued with a copy. A record to confirm this is held in the training records.*

Due to their day-to-day contact with pupils, school staff are uniquely placed to observe changes in children’s behaviour and the outward signs of abuse. Children may also turn to a trusted adult in school when they are in distress or at risk. It is vital that all school staff are alert to the signs of abuse and understand the procedures for reporting their concerns. The school will always act on identified concerns.

Safeguarding Lead Roles and Responsibilities

- **Designated Safeguarding Lead (DSL):** The DSL, currently **Glenda Glenwright**; glenda.glenwright@chollerton.northumberland.sch.uk, is responsible for overseeing safeguarding processes, including regular training and updates.
- **Deputy Designated Safeguarding Lead(s):** The Deputy DSL(s), currently **Sandie Ross**; sandie.ross@chollerton.northumberland.sch.uk and **Becky Gibson**; becky.gibson@chollerton.northumberland.sch.uk support the DSL in their responsibilities and assume the role in their absence.
- **Safeguarding Governor:** The Governor with responsibility for safeguarding, currently **Sarah Lunn**; sarahlunn63@gmail.com, provides oversight to ensure safeguarding protocols are effectively implemented and reviewed.

Case Manager

In situations where allegations are made against staff members, a designated “Case Manager” will lead the investigation, ensuring a clear and unbiased process. This role will

typically be assigned to the Headteacher, or a senior leader where appropriate, with the authority to liaise with external safeguarding authorities as needed.

The Governing Body

The governing body ensures that the school:

- **Appoints** a designated safeguarding lead (DSL) from the senior leadership team with specialised training in child protection.
- **Clearly defines** the DSL role in their job description.
- **Maintains** a child protection policy, staff code of conduct, and procedures for handling abuse allegations.
- **Follows** safer recruitment procedures with necessary background checks.
- **Develops** a training strategy so all staff, including temporary staff and volunteers, are informed about safeguarding policies, with annual updates and refresher training for the DSL.
- **Contributes** to early help and inter-agency plans for children's additional needs.

A governing body member liaises with external authorities if an allegation is made against the head teacher. The governing body aligns the school's safeguarding, recruitment, and allegations procedures with local and national guidelines, submits an annual audit to the local authority, and promptly addresses any identified weaknesses.

The Headteacher

- **Ensures** all staff read, understand and implement safeguarding and child protection policies and updates.
- **Provides** the deputy with adequate time, training, and resources to fulfil their roles, including assessment and meeting participation.
- **Fosters** an environment where staff feel safe to raise concerns, managed in line with whistle-blowing procedures.
- **Integrates** safeguarding, including online safety, into the curriculum.
- **Immediately consults** with the relevant persons on allegations against staff and follows provided guidance.
- **Refers** individuals who pose a risk to children to the Disclosure and Barring Service.

Staff Code of Conduct and Good Practice

See [w x. Code of Conduct Policy.docx](#)

- **Professional Conduct:** All staff are expected to treat pupils with respect and to model positive, respectful, and safe behaviours.
- **Confidentiality:** Staff should only share information with authorised individuals, maintaining confidentiality in line with GDPR and safeguarding regulations.
- **Boundaries and Relationships:** Staff should adhere to clear professional boundaries in all interactions with pupils, particularly on social media.
- **Recognising and Reporting Abuse:** Any concerns regarding a child's welfare, or suspicions of abuse or neglect, must be promptly reported to the DSL or deputy.

All school staff understand that any inappropriate behaviour toward pupils is unacceptable, and their conduct must be exemplary. Under the **Sexual Offences Act 2003**, it is illegal for staff members over 18 to have a sexual relationship with anyone under 18 in their care, even if consensual, as it may constitute a criminal offence. The Staff Code of Conduct Policy outlines these expectations and is accessible to all staff.

Vulnerable People

Some children face a higher risk of abuse, often due to societal attitudes or gaps in child protection rather than personal traits or circumstances. Factors like prejudice, isolation, and discrimination can heighten vulnerability. To ensure equal protection, the school will give special attention to children who:

- Show early signs of abuse or neglect
- Are in or returning from care, have disabilities or special needs, or are young carers
- Are affected by parental substance misuse, domestic violence, or mental health issues
- Face challenges like language barriers, discrimination, or a chaotic home life
- Are at risk of issues such as bullying, exploitation, FGM, forced marriage, extremism, gang involvement, or trafficking

The school promotes child safety by fostering an environment where children feel secure, valued, and supported, encouraging open communication with trusted adults. Through curriculum activities, particularly in PSHE, students build resilience, learn self-protection skills, and know where to seek help if needed.

Responding to Disclosures and Concerns

If a child discloses information regarding potential harm, all staff are required to:

- Listen carefully and respectfully without interrupting or expressing shock.
- Reassure the child that they are being taken seriously and that they have done the right thing by speaking up.
- Avoid making promises about confidentiality.
- Report the disclosure to the DSL as soon as possible and complete a written record.

Inter-Agency Collaboration and Early Help

Our school is committed to a collaborative approach, working closely with local agencies to provide early help and support to families when emerging needs are identified. We follow local safeguarding procedures for referrals, ensuring timely and appropriate intervention to protect vulnerable children.

Safer Recruitment and Managing Allegations

See: [w Recruitment & Appointment Policy.docx](#)

- **Safer Recruitment:** We follow rigorous procedures for recruiting staff, including DBS checks and adherence to safer recruitment standards for all individuals involved with our students, including agency staff and contractors.
- **Allegations Management:** If an allegation is made against a staff member, the Case Manager will lead the process according to KCSIE 2024 guidelines. Allegations against staff are taken seriously, managed with confidentiality, and handled promptly to protect all parties involved.

Agency Staff, Contractors, and Volunteers

- **Agency Staff:** All agency staff must provide proof of appropriate safeguarding checks before commencing work. The school reserves the right to follow up with the agency regarding any concerns.
- **Contractors:** Contractors who have unsupervised access to children must provide evidence of DBS checks. All contractors must adhere to the school's safeguarding protocols while on site.
- **Volunteers:** Volunteers undergo safeguarding checks commensurate with their role and must be supervised when not in regulated activity. They receive safeguarding training and guidance on their responsibilities.

Recognising and Addressing Emerging Safeguarding Risks

- **Online Safety:** Children are educated on online safety through our curriculum, which includes cyberbullying awareness, healthy online behaviours, and recognising online grooming risks.
- **Mental Health and Wellbeing:** Staff are trained to recognise signs of mental distress as part of our safeguarding approach, understanding that mental health is both a safeguarding issue and a potential sign of abuse.
- **Contemporary Threats:** We acknowledge risks associated with radicalisation, trafficking, and gang affiliation, and we are committed to Prevent Duty compliance. Relevant concerns are managed in consultation with external agencies.

Supporting Vulnerable Students

We provide enhanced support to children who may be more vulnerable, including those with SEND, young carers, and those facing challenging home environments. These students may require additional resources and support to feel safe, and we work proactively to identify their unique needs.

Confidentiality and Information Sharing

See: [w x. Data Protection \(GDPR\) Policy.docx](#)

The school's approach to confidentiality is guided by GDPR and safeguarding best practices, recognising that safeguarding information must be shared on a "need-to-know" basis only. Information is securely stored, and decisions regarding information sharing are documented.

Training and Development

- **Staff Training:** All staff receive safeguarding training at induction, with annual updates and refresher courses provided regularly. The DSL and deputies receive enhanced training at least every two years.
- **Supply Staff and Contractors:** All temporary or contracted staff are given a safeguarding briefing and must adhere to the school's safeguarding procedures.
- **Ongoing Development:** The school promotes continuous professional development, staying updated with safeguarding policies and practices through annual reviews and training updates.
- The school's **E-Safety Policy** [W E-Safety Policy.docx](#) outlines our approach to safeguarding students online and educating them in safe technology use.

Monitoring and Review

This policy is reviewed annually by the Governing Body and updated as necessary to reflect changes in legislation and best practices. Interim reviews will be conducted if significant guidance is issued. The policy is available to staff, parents, and all stakeholders on the school's website and upon request.

Other Relevant Policies

[W x. Complaints Policy.docx](#)

[W Whistleblowing Policy.docx](#)