



SAFEGUARDING and CHILD PROTECTION

Policy and Procedures

Introduction

The Department of Education has issued detailed guidance on dealing with all aspects of Child Protection (DENI Circular 1999/10). This Child Protection Policy and related procedures, which have been endorsed by the Board of Governors and which are used by all staff, both teaching and non-teaching and is available, on request, to parents and D.E. Inspectorate. This policy & procedures are disseminated to staff annually during in-service training in August and will be reviewed during the academic year 2017-2018.

Rationale

The purpose of the following policy and procedures on Safeguarding & Child Protection is to protect our pupils by ensuring that everyone who works in our school – teachers, non-teaching staff, students on placement and parent volunteers – has clear guidance on the action which is required where abuse or neglect of a child is evident or suspected. The overriding concern of all caring adults must be the care, welfare and safety of the child, and the welfare of each child is our paramount consideration. The problem of child abuse will not be ignored by anyone who works in our nursery school.

Pastoral care within our school is to do with relationships and creating the right atmosphere. We work hard to create an atmosphere where children, parents and staff feel secure, respected and valued. To this end we have Safeguarding & Child Protection policies and procedures.

Every effort is made to ensure that parents feel welcome, that their contribution to their child's education is valued and recognised, that they feel confident to approach and trust the staff and that they respect the position and role of every member of the staff team. (Parents are encouraged to share, in confidence, with the relevant staff any changes in their home situation, which may affect their child).

For the children the pastoral dimension permeates every aspect of school life. Staff work hard to ensure that each child develops;

- *A positive attitude to learning, with self- esteem and a sense of personal worth*
- *Confidence in relationships with peers, parents, teachers and other adults*
- *Skills to cope with the conflicts, crises, successes and failure of everyday life*
- *Beginnings of social skills essential for adulthood*
- *Responsible attitudes to self and others in and out of school*

All our staff, students and parent volunteers have been subject to appropriate background/police vetting. The staff of our school have also adopted a Code of Practice for our behaviour towards our pupils. Given the nature of our work and the age of the pupils in our care, certain caring personal tasks will present themselves from time to time. These tasks will always be carried out in an appropriate manner, following agreed principles. Close liaison with parents ensures that there is trust and understanding of such situations. Parents are required to give written consent to their child's clothing being changed, if and when required. [Appendix 1].

Parents are given a copy of the school's Child Protection Policy [Parents] for their information during the induction process and a summary is issued to all parents again in January each year [Appendix 2].

The following is a definition from Area Child Protection Committees' Regional Policy & Procedures (2005) and clearly defines child abuse and categories of abuse:

Types of Abuse:

Physical Abuse is the deliberate physical injury to a child, or the wilful or neglectful failure to prevent physical injury or suffering. This may include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, confinement to a room or cot, or inappropriately giving drugs to control behaviour.

Emotional Abuse is the persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve conveying to a child that he is worthless or unloved, inadequate, or valued only insofar as he meets the needs of another person. It may involve causing a child frequently to feel frightened or in danger, or the exploitation or corruption of a child. Some level of emotional abuse is involved in all types of ill-treatment of a child, though it may occur alone. Domestic violence, adult mental health problems and parental substance misuse may expose a child to emotional abuse.

Sexual Abuse involves forcing or enticing a child to take part in sexual activities. The activities may involve physical contact, including penetrative or non-penetrative acts. They may include non-contact activities, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Neglect is the persistent failure to meet a child's physical, emotional and/or psychological needs, likely to result in significant harm. It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, failing to ensure access to appropriate medical care or treatment, lack of stimulation or lack of supervision. It may also include non-organic failure to thrive (faltering growth).

Exploitation – is the intentional ill-treatment, manipulation or abuse of power and control over a young child or young person. It may involve taking selfish or unfair advantage of a child or young person, for personal gain. It may manifest as child labour, slavery, servitude, engagement in criminal activity, begging, benefit or other financial fraud or child trafficking.

A child may suffer or be at risk of suffering from one or more types of abuse and abuse may take place on a single occasion or may occur repeatedly over time.

The relationships which staff have with children and parents are based on trust and confidentiality, underpinning the secure, caring environment for growth and learning which we provide in Trinity Nursery School.

However we recognise that, in order to protect children from abuse, neglect and exploitation, a proper balance must be struck between protecting children and respecting the rights and needs of parents and families.

The Nursery's position on Bullying

Bullying is a highly distressing and damaging form of abuse and is not tolerated within our school community. The early years are a crucial time for the development of an individual's health and well being. Every child deserves to grow up in a safe, healthy, well balanced and supportive environment and we as a school community are vigilant at all times to the possibility of bullying occurring. We work together with parents to help children who bully and we support children who are bullied to learn to live and play together in a healthy, positive way.

Bullying occurs when somebody who is less powerful than another is deliberately and repeatedly hurt without in any way deserving that treatment.

Bullying is deliberately hurtful behaviour repeated often over a period of time, or on any occasion where someone deliberately harasses or intimidates another. It can take the form of name calling, teasing, being hit, pushed, pulled, pinched or kicked, having possessions taken, being ignored or left out, being attacked because of religion, gender, disability, appearance or ethnic or racial origin.

Bullying can have serious consequences for children who are repeatedly bullied and for those who persist in bullying others. Those not directly involved in bully/victim problems at school can also be affected.

As part of our curriculum in developing personal, social and emotional skills we will educate our children about bullying through circle time and story time.

**See Appendix 1 for procedures for dealing with incidents of bullying behaviour in the Nursery.*

The Nursery's position on Internet/Social Media

On your child's first day at school, at our Christmas Concert and Graduation Ceremony parents are welcome to take photographs or video clips. Parents do have to sign a consent form for this at the beginning of the school year. We do, however, insist that images are not posted on social media sites such as Facebook which contain pictures of other children.

From time to time parents use social media pages such as North Down Mums as a platform for asking questions and seeking advice. The staff at Trinity Nursery have much experience and are very approachable and so we encourage parents to speak to the Nursery Staff or Principal in the first instance if they have a question or an issue arises. We ask that parents refrain from using social media pages to comment negatively about Trinity Nursery School.

All staff and volunteers have been subject to appropriate checks to their background. The staff have also adopted a Code of Practice for their behaviour towards the children.

From time to time your child may have a little toileting "accident". Our staff are sensitive towards the child's needs, feelings and their dignity and will deal with these incidents accordingly. See our Intimate Care Policy for further information.

If your child becomes ill, injured or uncharacteristically distressed, every attempt will be made to contact you or your child's named carer. This close liaison with parents ensures there is a trust and understanding of such situations.

Through Safeguarding strategies we seek to protect our children is by helping them learn about the risks of possible abuse, helping them to recognise unwelcome behaviour in others and acquire the confidence and skills they need to keep themselves safe.

It is our policy that children should be brought and collected by a responsible adult (16+). Your child will only be released to someone other than their parents if staff have been informed in advance. If the person collecting a child from Nursery appears to be under the influence of alcohol or drugs, this may be deemed a Child Protection issue and appropriate procedures will be followed.

The purpose of the procedures on Safeguarding & Child Protection is to protect our children by ensuring that everyone who works here has clear guidance on the action which is required where abuse or neglect of a child is evident or suspected.

Procedures for reporting suspected (or disclosed) child abuse

The designated teacher for child protection is the Principal, Mrs Z.Perry.

In her absence the Assistant Teachers will assume responsibility for child protection matters.

- If a child makes a disclosure to a member of staff, which gives rise to concerns of possible abuse, or if a member of staff has concerns about a child, *the member of staff will act promptly.*
- *She will not investigate* – but should report these concerns immediately to the designated teacher, discuss the matter with her and make full notes.
- The designated teacher will as a matter of urgency plan a course of action and ensure that a written record is made. She will decide whether, in the best interest of the child, the matter needs to be referred to Social Services.
- **If there are concerns that the child may be at risk, the school is obliged to make a referral.**
- Unless there are concerns that a parent may be the possible abuser, the parents will be informed immediately.
- The Principal may seek clarification or advice and consult with the Education Authority, or the Senior Social Worker before a referral is made. No decision to refer a case to Social Services will be made without the fullest consideration and on appropriate advice.

The safety of the children is our first priority.

Where there are concerns about possible abuse, the Principal will inform:

1. Social services
2. The Board's Designated Officer for Child Protection – Mrs A. Casey
(Education Authority – SE Region)

Complaints against staff

If a complaint about possible abuse is made against a member of staff, the Principal/Designated Teacher, Mrs Perry must be informed immediately.

The above procedures will apply.

Where the matter is referred to Social Services, the member of staff will be removed from duties involving direct contact with children and may be suspended from duties as a precautionary measure pending investigation by Social Services. The Chairman of the Board of Governors will be informed immediately.

If a complaint is made against the Principal/the Designated Teacher then the deputy – designated teacher must be informed. She will inform the Chairman of the Board of Governors and together they will ensure the necessary action is taken.

If any member of staff feels unsure about what to do if she has concerns about a child, or is unsure about being able to recognise the signs or symptoms of abuse, she should speak to the Principal/Designated teacher, Mrs Perry.

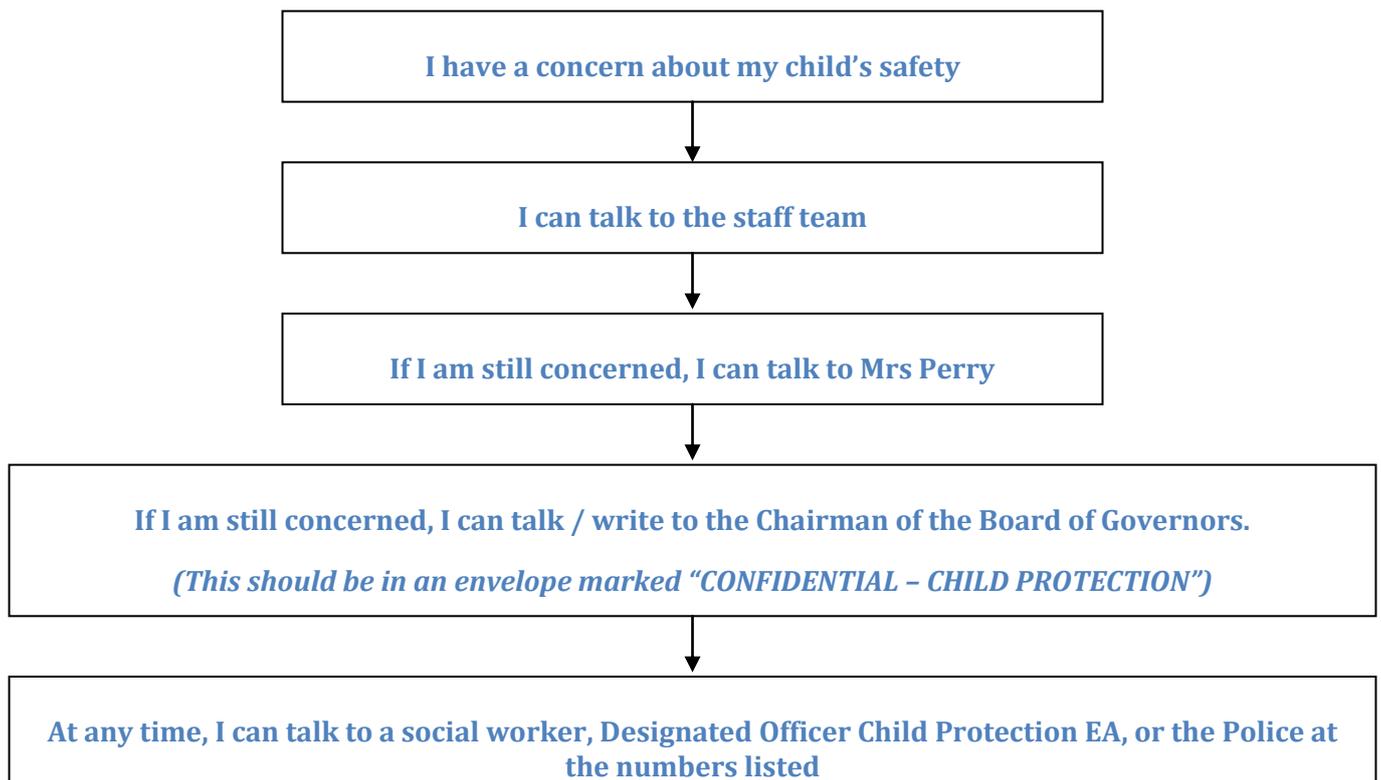
It should be noted that information given to staff about possible child abuse cannot be held "in confidence". In the interest of the child, staff may need to share this information with other professionals. However, only those who need to know will be told.

If anyone makes a complaint or forwards information they will be advised as soon as possible by the Principal regarding whether or not the complaint has been referred to an investigating authority.

Parents may make a complaint.

A complaint in terms of child protection may be someone's behaviour, attitude or treatment to a child/children; concerns about a child's safety (emotionally, physically, sexually potential/actual exploitation, or neglectful treatment).

Should a parent have concerns regarding the safety of their/another child they should follow the procedure set out below:



The aims and principals of the Safeguarding and Child Protection Policy for Trinity Nursery School have been agreed by the staff and endorsed by the Board of Governors. This policy will be reviewed and updated in line with our policy review cycle and in light of any guidance or legislation.

SAFEGUARDING & CHILD PROTECTION CONTACT NUMBERS/AGENCIES

Name of Contact /Agency	Address	Telephone Number
Trinity Nursery School Designated Teacher – Mrs Z Perry Deputy Designated Teacher – Mrs C Ingham	Brunswick Road Bangor BT20 3DX	028 9127 0355
Trinity Nursery School Chairperson of Board of Governors – Mrs Veronica Bintley	c/o Trinity Nursery School Address as above	028 9127 0355
Education Authority – SE Region Designated Officer – Mrs A Casey Child Protection Officers: Colum Boal 028 9056 6434 Alison Casey 028 9056 6274	Grahamsbridge Road Dundonald BT16 2HS	028 9056 6200 (Fax – 9056 6377)
South Eastern Health & Social Care Trust	Family Resource Centre James Street Newtownards	028 9181 8518 028 9146 8521
‘C’ District	Public Protection Unit, Dundonald	028 9056 1767
N S P C C	Jennymount Court North Derby Street Belfast BT15 3HN	028 9035 1135
N S P C C Child Protection Helpline		24 Hours Call Free 0800 800 500
Childline – Northern Ireland Free confidential Helpline for Children and Young People	Freepost Bel 1111 Belfast BT1 2BR	Freephone – 0800 1111 www.childline.org.uk

REFERENCE DOCUMENTS

DENI Circular 1999/10 – Child Protection

DENI Circular 2015/13 – Dealing with Allegations of Abuse Against a Member of Staff

SEELB Child Protection – Policy & Procedures (now EA)

TRINITY Nursery School – Prospectus

Appendix 1

Procedures for dealing with incidents of bullying behaviour in the Nursery

Nursery children rarely engage in bullying. Aggressive behaviour can emerge as normal behaviour in 2-4 year olds, with temper tantrums being part of normal development during the early part of this stage. In children with delays in other areas of development – eg speech and language, there can be resulting behaviour management difficulties.

Therefore in nursery, while bullying as such is not in evidence, there may be examples of bullying types of behaviour displayed by some children. This is usually of a physical nature and may include hitting, kicking or damage of property.

If this occurs Nursery staff will put in place some, or all, of the following procedures, as appropriate.

- Staff will intervene to stop unacceptable behaviour.
- The child will be removed from the situation.
- The child will be given an alternative, calming activity with a member of staff constantly monitoring his/her behaviour. If he/she remains aggressive or starts crying during this time, he/she will be told they can return to play when they calm down or stop crying.
- In some incidents, the thinking chair may be used as an alternate strategy.
- Following an incident any appropriate behaviour that occurs will be praised and reinforced. Other staff will be encouraged to do likewise.
- After the event, the child will be talked to about his/her behaviour and why it was unacceptable.
- If this type of behaviour occurs regularly, parents will be informed and a written record detailing incidents will be kept.

Appendix 2

Trinity Nursery School

Protecting Children

An Information Resource for
parents on
Child Protection

CHILD PROTECTION PROCEDURES

All schools are required to inform parents of their child protection procedures. All staff (both teaching and support) have received training in this area. Mrs Perry is the school's designated teacher. In her absence Mrs Ingham will be the deputy designated teacher.

Definition

The following is a definition of child abuse taken from the Area Child Protection Committees' Regional Policy & Procedures (ACPC).



"Child abuse occurs when a child is neglected, harmed or not provided with proper care. Children may be abused in many settings, ... by those known to them, or more rarely, by a stranger. There are different types of abuse and a child may suffer more than one of them."

Aims

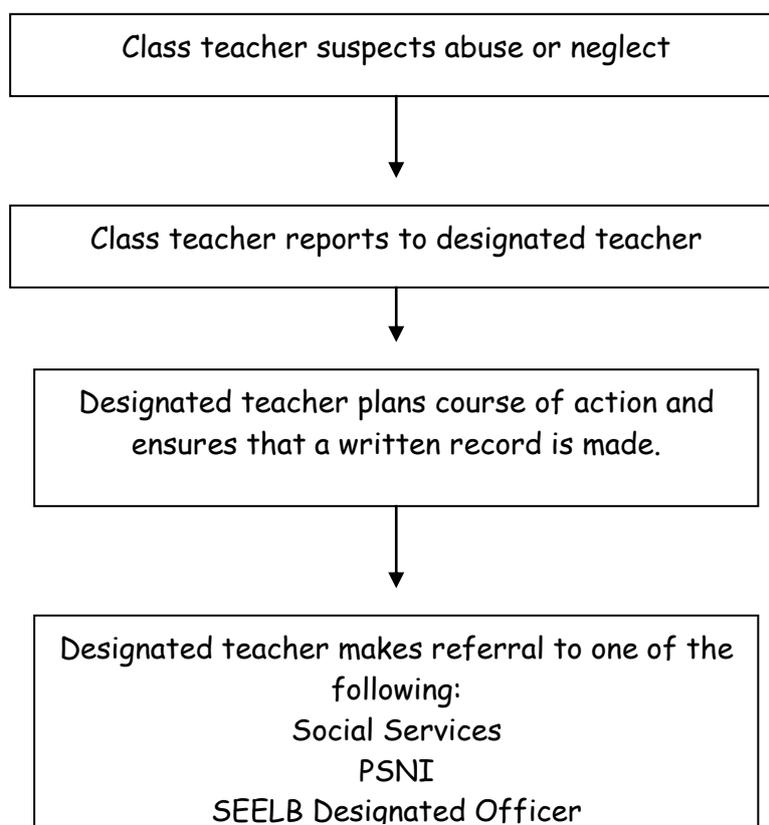
Child protection procedures aim to:-

- Protect all children from all possible kinds of abuse in any setting.
- Give clear instructions for action to anyone involved in the care of children if they suspect that a child is at risk.
- Support all those involved in working with children by providing an understanding of their different roles and promoting co-ordination between them.



In the instance of a case of child abuse our school will comply with the referral procedures as recommended by EA and A.C.P.C.

Mrs Perry, as designated teacher will manage the implementation of procedures.



The statutory responsibility for protecting children lies with Social Services and they will:

- Talk to designated teacher or class teacher;
- Decide how the case should proceed;
- Investigate and assess the degree of risk;
- Invite a representative from school to attend;
- Inform parents and school of the protection plan when agreed.

Parental Referral

As a parent you have the right to initiate a referral if you have any concerns regarding your child's safety.

