



## Policy Statement

### Child Protection

#### Introduction

As a sixth form centre which recruits post 16 students from a wide range of schools and employs staff and governors from three institutions, our Child Protection Policy needs to ensure the safety and well-being of all students in our care whilst at the same time recognising their rights as young adults to make decisions about their own health, safety and wellbeing. We have a duty to balance their rights to independence with the responsibility of care that we have for them and our recognition of the important role that parents and carers for the most part still play in their lives. It is imperative that all of our staff and visitors familiarise themselves with, and work within, the guidelines of this policy which conform to recent legislation and government guidelines.

This policy has been developed in consultation with the governors and staff of the college, the Student Council and parents/carers.

#### Policy Principles

- The College, as a place of work and study, should be a place where all students feel safe and protected. This includes both time spent on the college site and on college visits and residential trips while under the jurisdiction of college staff. The college fully recognises its responsibilities for Child Protection.
- This policy applies to all staff, governors, volunteers and outside agencies who work within the college.

#### Aims

- To ensure that we practise safe recruitment in checking the suitability of staff, volunteers and outside agencies who work with our students.
- To raise awareness and understanding of Child Protection issues and policy and ensure that all staff follow the correct procedures for identifying and reporting cases or suspected cases of child abuse.
- To equip students with the knowledge and skills to keep themselves safe.
- To support students who are in need of help, support and guidance alongside, where appropriate, both parents / carers and outside agencies.
- To establish a safe environment in which students can learn and develop whether on site or on visits.

#### Implementation of Policy Principles

##### General

- The senior management of the college ensures that safe recruitment practices are always adhered to when any new member of staff or volunteer joins the college. The Director and Deputy Director have both completed the Safe Recruitment Training course as have key governors involved in recruitment. DBS checks are carried out on

all individuals employed by the college according to the government Vetting and Barring Scheme. In the case of visits, both residential and non-residential, all due care is taken to ensure that anyone coming into contact with the students has been appropriately vetted.

### **Designated Senior Persons**

- The designated senior person for Child Protection is the **Deputy Director**, who has received appropriate training and support for this role.
- The designated senior person in the college will work closely with the Child Protection officers at Neatherd High School and Northgate High School along with appropriate staff at our other feeder schools to ensure that essential information about students is shared as students move between High School and College.
- The role of the nominated governor for Child Protection from both high schools covers the post 16 students studying at the college.
- Staff, governors and especially those new to the college are made aware of who the designated senior person is on commencement of their work within the college

### **Child Protection issues - Staff responsibilities**

- All staff, volunteers and outside agencies understand their responsibilities in being alert to the signs of abuse and refer concerns to the **designated senior person**.
- All staff, volunteers and outside agencies keep records of concerns about students and pass these on to the designated senior person even when there is no immediate need for further action.
- These records of concern are kept separate from main pupil files and in a locked drawer in the main office.
- All staff, volunteers and outside agencies immediately inform the **designated senior person** if a student discloses abuse
- The **designated senior person** notifies Social Services immediately if a student has disclosed abuse to a member of staff, volunteer or outside agency
- The **designated senior person** notifies Social Services immediately if a student who is on the Child Protection Register is absent without explanation for more than two days.
- The **designated senior person** would be responsible for ensuring that appropriate procedures are followed where an allegation is made against a member of staff or volunteer.

### **Awareness raising and Student support**

Our aim throughout our guidance and support programme reflects our commitment to the **National Healthy Schools** programme, the **Every Child Matters** agenda and our own stated aims to:

- Encourage the development of the social and interpersonal skills needed to lead a fulfilling life in a fast changing world
- Provide opportunities for students to mature and develop as young adults enabling them to become valued members of society
- Encourage students to adopt healthy lifestyles and attitudes reflecting respect for themselves and for other people

In order to achieve the above aims

- Students follow a full and comprehensive PSHE programme in Year 12 which begins with an induction programme, continues with fortnightly group tutorials covering a range of PSHE topics and finishes with a range of whole day activities including a Health and Wellbeing Day. Fortnightly group tutorials are resumed throughout Year 13. (See Policy Statement on PSHE incorporating Sex and Relationships for further detail)
- As part of our commitment to raising awareness a wide range of posters, articles, leaflets, booklets, videos and DVDs are made freely available to students throughout the year. These cover topics pertaining to issues such as Drug abuse, Diet, Contraception, Sexual Health, Sexual Orientation, Healthy Eating, Eating disorders, Self Harming etc. We also make available phone numbers and web sites of help lines and support groups.
- All students are assigned a personal tutor who oversees their group tutorial and with whom they have a 15 minute one to one interview at least once every half term. This provides an opportunity for students to discuss issues with their tutor
- The Director and Deputy Director are readily accessible to students should they wish to discuss issues affecting their academic or personal wellbeing
- We have a part time Counsellor and a Life coach each of whom is on site for one morning a week and offer confidential advice and guidance to students. Both the counsellor and life coach are fully aware of our policy, guidelines and procedures regarding Child Protection and Confidentiality

Other Relevant Policies:	<b>Confidentiality / Drugs and Substance Abuse / PSHE and Sex and Relationships / Single Equalities / Health and well- being</b>
Reviewed:	June 2015
Reviewed by:	Dave Brook plus Staff and governors
Role:	Deputy Director

College policies are written in consultation with staff, governors and students and are regularly read and reviewed by all three groups.