

# Child Protection Procedures Policy



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What do I do if I am worried that a child is being abused or neglected?

*I have concerns about a child's welfare*  
Listen to the child; do not show signs of shock  
Do not ask leading questions. Do not promise 'not to share'.



*I will discuss the situation with the Designated Safeguarding Lead*  
Keep a dated typed log of your concerns on CPOMS



*I still have concerns*



The Designated Safeguarding Lead or Head Teacher will refer the case to the NSPCC or social care within 48 hours. You can refer to Children's Social Care.

### **Allegations against a member of staff**

If there is an allegation against a member of staff it will initially be dealt with by the Head teacher and the Chairman of the Governors. If the Head Teacher is accused then the Chairman of the Governors will deal with the complaint initially. The LADO at the OSCB should be contacted.

### **When to be concerned**

All staff and volunteers should be concerned about a child if he or she:

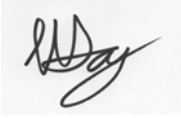
- Has an injury which is not typical of the bumps and scrapes normally associated with accidental injury
- Regularly has unexplained injuries
- Frequently has injuries (even when apparently reasonable explanations are given)
- Gives confused or conflicting explanations about how injuries are sustained
- Exhibits significant changes in behaviour, performance or attitude
- Indulges in sexual behaviour which is unusually explicit and/or inappropriate to his or her age/stage of development
- Discloses an experience in which he or she may have been significantly harmed or neglected
- Any other cause to believe that a child may be suffering harm or neglect

**Record any concerns on CPOMS under the pupil's individual name and link any other students into the report. Note injuries on the body map on CPOMS to explain where they are on the child's body. Alert the DSLs, and the Class teacher if appropriate.**



**Name:** Andrew Day

**Position:** Head Teacher



**Signed:**

**Date:** September 2018

**Name:** Ann-Marie Martin

**Position:** Designated Safeguarding Lead

**Signed:** \_\_\_\_\_

**Date:** September 2018

**Name:** Annie McNeile

**Position:** Governor with responsibility for safeguarding

**Signed:** \_\_\_\_\_

**Date:** November 2018

**Date of next review:**