



READING SCHOOL

Safeguarding Children Policy

The Companies Act 2006 Reading School (The Academy) is the employer. The business of the Academy Trust is managed by the Governors.

This policy should be read in conjunction with the school's staff discipline policy.

Section 175 of the Education Act 2002 places a duty on local authorities (LAs) in relation to their education functions and on the governing bodies of maintained schools, sixth form colleges and further education institutions to exercise their functions with a view to safeguarding the children who are pupils at a school or who are students under 18 years of age attending a sixth form college or further education institution. Similarly, the same duty applies to academies, free schools and independent schools by virtue of section 157 of the Education Act 2002.

Under section 157 and 175 of the Education Act 2002, all schools, academies and independent schools are **required** to have up-to-date policies in place to safeguard children and young people. Schools must refer to the publication 'Safeguarding Children and Safer Recruitment in Education' on the DfE website. There is also statutory guidance, entitled "Working Together to Safeguard Children" (DfE March 2015) and "Keeping Children Safe in Education" (DfE September 2016), which **must** be read and followed by Reading School. In addition, guidance issued by the Secretary of State for Education will be followed.

Our governing body ensures that:

- The school has a child protection policy and procedures in place that are in accordance with government and LA guidance and locally agreed interagency procedures, and the policy is made available to parents on request.
- The school operates safe recruitment procedures and makes sure that all appropriate checks are carried out on staff and volunteers who work with children.
- The school has procedures for dealing with allegations of abuse against members of staff and volunteers that comply with guidance from the government, the LA and locally agreed interagency procedures.
- The Headmaster is designated to take lead responsibility for dealing with child protection issues, providing advice and support to other staff, liaising with the local authority designated officer (LADO), and working with other agencies. The designated person need

not be a teacher but must have the status and authority within the school management structure to carry out the duties of the post including committing resources to child protection matters, and where appropriate directing other staff. There are deputies available to act in the designated person's absence.

- The role of the lead professional is fulfilled in line with expectations, in that he will:
 - Refer cases of suspected abuse or allegations to the relevant investigating agencies.
 - Act as a source of support, advice and expertise within the educational establishment when deciding whether to make a referral by liaising with relevant agencies.
 - Liaise with the designated safeguarding leads to inform them of any issues and ongoing investigations and ensure there is always cover for this role.
 - Recognise how to identify signs of abuse and when it is appropriate to make a referral.
 - Have a working knowledge of how Local Safeguarding Children Boards (LSCBs) operate, the conduct of a child protection case conference and be able to attend and contribute to these effectively when required to do so – see sections 11, 13, 14 and 16 of the Children Act 2004.
 - Ensure each member of staff has access to and understands the school's child protection policy, especially new or part-time staff who may work with different educational establishments.
 - Ensure all staff members have induction training covering child protection and are able to recognise and report any concerns immediately they arise.
 - Be able to keep detailed, accurate and secure written records of referrals and or concerns.
 - Obtain access to resources and attend any relevant or refresher training courses at least every two years.
 - Ensure the school's child protection policy is updated and reviewed annually and work with the governing body or proprietor regarding this.
 - Ensure parents see copies of the child protection policy which alerts them to the fact that referrals may be made and the role of the school in this to avoid conflict later.
 - Where children leave the school, ensure their child protection file is copied for the new establishment as soon as possible but transferred separately from the main pupil file.
- In addition to basic child protection training, the designated person undertakes training in interagency working that is provided by, or to standards agreed by, the LSCB, and refresher training at two yearly intervals to keep his or her knowledge and skills up-to-date.
- The headmaster, and all other staff who work with children, undertake appropriate training to equip them to carry out their responsibilities for child protection effectively. They are kept up-to-date by refresher training at three yearly intervals. Temporary staff and volunteers who work with children are made aware of the school's arrangements for child protection and their responsibilities.
- The governing body remedies without delay any deficiencies or weaknesses in regard to child protection arrangements that are brought to its attention.

- Child protection and safeguarding issues are recurrent items on every main meeting of the full governing body. A named governor keeps a watching brief on safeguarding and child protection at all times by liaising with the lead professional.
- The chair of governors is nominated to be responsible for liaising with the LA and/or partner agencies, as appropriate, in the event of allegations of abuse being made against the headmaster.
- The governing body reviews its policies and procedures annually and provides information to the LA about them and about how its duties have been discharged.

References

Safeguarding Children and Safer Recruitment in Education DfE.

Dealing with allegations of abuse against teachers and other staff DfE.

Working Together to Safeguard Children” (DfE March 2015)

“Keeping Children Safe in Education” (DfE September 2016)

Approved by EXPC Committee: October 2016

To be reviewed: October 2017