**ADAMSDOWN PRIMARY SCHOOL**

Ysgol Gynradd Adamsdown



**Aim High, Be Kind, Show Respect**

**Safeguarding Policy**

**Lead Responsibility: Emma Thomas - Head teacher**

**Date: September 2022**

**Review date: Signed (Head Teacher):**

**Signed (Chair of Governors):**

**Introduction:**

***United Nations Rights of the Child: Article 19***

***Protection from violence, abuse and neglect***

***Governments must do all they can to ensure that children are protected from all forms of violence, abuse, neglect and bad treatment by their parents or anyone else who looks after them***

**Adamsdown Primary School is committed to safeguarding the health, welfare and well-being of all children. We expect every member of our team and all our volunteer helpers to share this commitment.**

* Safeguarding involves:
  + Creating and maintaining a safe learning environment for children
  + Identifying where there are child welfare concerns and taking action to address them, where appropriate, in partnership with other agencies
  + Monitoring children’s well-being and acting where there are concerns
  + The development of children’s awareness of health and the promotion of healthy living through the curriculum
* Effective safeguarding in our school involves ensuring routines and procedures to:
  + Prevent unsuitable people from working with children and young people
  + Promote safe practice and challenge poor and unsafe practice
  + Promote healthy living in all our work with children and their families
  + Identify instances in which there are grounds for concern about a child’s welfare and ensure there is a clear procedure for dealing with this
  + Contribute to effective partnership working between all those involved with providing services for children.

**Roles and Responsibility**

Safeguarding policies and procedures apply to all members of staff (including teaching staff, teaching assistants, midday supervisors and site staff), governors, students and volunteers.

* Mrs Emma Thomas is the Designated Safeguarding Person (DSP).
* Ms Helen Williams is the Deputy Safeguarding Person (DSP). Cllr Owen Lewellyn Jones is the Governor responsible for Child Protection.
* All adults in the school have responsibility for safeguarding children. All members of staff receive training on child protection on an annual basis. Responsibility for ensuring annual training takes place lies with the Headteacher. Information about child protection procedures is included in the staff and student handbook.
* Other safeguarding roles in our school:

Healthy Schools Co-ordinator: Mrs Amelia Harrison

First Aid Officer: Mrs Lisa Prusinowski

Mrs Tracey Gallagher

Miss Laura price

Governor responsible for Health & Safety: Mr Andrew Gallagher

Teacher responsible for esafety: Mrs J Gabrielson

**Preventative Measures**

* As part of the personal, social and health education programme within the school, children are taught about respect for themselves and others, and keeping safe. Skills of communicating feelings and emotions, resisting unwanted pressure, developing positive relationships and decision making are developed through Circle time and personal and social learning experiences.
* Throughout the school children are praised, listened to, valued and given opportunities for success and achievement. The building up of self-esteem and confidence is given high priority.
* Notes are made dating and recording any concerns to build a full picture of the child. These are recorded on the ‘my concern’ platform.
* Parents are given positive role models of how to respond appropriately to children by staff.
* Parents are informed about the school’s Relationships policy.
* Parents are informed of any minor concerns as appropriate.
* Parents are invited to discuss concerns.
* Advice and help is sought from other professionals such as Health Visitors, Social Workers, EWO, etc, if there are concerns about children.

**Safeguarding Policies at Adamsdown Primary School**

* Child Protection Policy (includes safe recruitment)
* Health & Safety Policy
* ESafety Policy
* Food and Fitness Policy
* Toileting Policy
* Positive Handling Policy
* Equality Policy
* Relationships Policy
* Anti - Bullying Policy
* Looked After Children Policy
* Well-being Policy
* Additional Educational Needs Policy
* Whistle Blowing Policy
* RSE Policy
* Educational Visits Policy
* **ADVICE FOR STAFF AT SCHOOL**

**(taken from NEOST (National Employers’ Organisation for School Teachers) Guidelines and from GTCW Guidelines)**

**Private meetings with pupils**

* Staff and volunteers should be aware that private meetings with individual pupils may give rise to concern. While there will be occasions when a confidential interview or a one to one meeting is necessary, wherever possible, such interviews should be conducted in a room with visual access, or with the door open, or in a room or area which is likely to be frequented by other people, and another pupil or adult should be present or nearby. Where such conditions cannot apply, staff should ensure that another adult knows that the interview is taking place.
* Meetings with pupils away from the school premises should only be arranged with the specific approval of the head teacher.

**Physical Contact with pupils**

* Physical contact may be misconstrued by a pupil, parent or observer. Touching pupils, including well intentioned informal and formal gestures such as putting a hand on the shoulder or arm, can, if repeated regularly, lead to serious questions being raised. As a general principle staff must not make gratuitous physical contact with their pupils. It is particularly unwise to attribute touching to their teaching style or as a way of relating to pupils.
* Any form of physical punishment of pupils is unlawful as is any form of physical response to misbehaviour unless it is by way of restraint. It is particularly important that staff understand this both to protect their own position and the overall reputation of the school.

**Where physical contact may be acceptable**

* There may be occasions where a distressed pupil needs comfort and reassurance which may include physical comforting such as a caring parent would give. Staff should use their discretion in such cases to ensure that what is, and what is seen to be by others present, normal and natural does not become unnecessary and unjustified contact, particularly with the same pupil over a period of time. Where a member of staff has a particular concern about the need to provide this type of care and reassurance they should seek the advice of the Head Teacher.
* Some staff are likely to come into physical contact with pupils from time to time in the course of their duties. Examples include: showing a pupil how to use a piece of apparatus or equipment; demonstrating a move or exercise during games or PE. Staff should be aware of the limits within which such contact should properly take place and of the possibility of such contact being misinterpreted.
* There may be occasions where it is necessary for staff to restrain a pupil physically to prevent him/her from inflicting injury to others or self-injury, damaging property, or causing disruption. In such cases only the minimum force necessary may be used and any action taken must be to restrain the pupil. Where an employee has taken action to physically restrain a pupil he/she should make a written report of the incident in the form prescribed by the school’s policy on positive handling.

**Caring for pupils with particular problems**

* Staff who have to administer first aid should ensure wherever possible that other children or another adult are present if they are in any doubt as to whether necessary physical contact could be misconstrued.
* Wherever possible staff who have to help children with toileting difficulties should be accompanied by another adult, and pupils should, wherever possible, be encouraged to change themselves. It is accepted that there will be some situations where pupils will present particular problems for staff and the emphasis will be on what is reasonable in all the circumstances.

**Teachers should ensure that**:

* They are aware of the potential dangers of being in a one-to-one situation with a pupil at any time but especially outside the school setting.

This includes:

* giving lifts to pupils
* visiting their homes or contact in a social context
* photographing or videoing of pupils which must comply with school guidelines

**Teachers should ensure that**:

* they conduct conversations with a pupil about sensitive issues professionally
* they have regard to the safety and welfare of pupils

**Teachers should ensure that they do not**:

* have inappropriate physical contact with pupils
* engage in personal correspondence with pupils
* discuss their own personal relationships with pupils
* swear at pupils, use offensive names or make inappropriate remarks about their gender, race, religion, sexual orientation, appearance, age, language or additional learning needs.

Head Teacher: Emma Thomas

Chair of Governors: Owen Llewellyn Jones

Dated: September 2022

Agreed - February 2015  
Revised - May 2017

Reviewed –November 2018

Reviewed – July 2021, September 2022

Date of next review - September 2023