



St Martin's School and Nursery

Safeguarding Policy



Introduction

Children cannot learn effectively unless they feel secure and St Martin's recognises all children's fundamental right to be protected from harm. We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. Every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by or invited to deliver services at the school. We recognise our responsibility to safeguard and promote the welfare of all our pupils by protecting them from abuse and bullying.

Policy Aims

This policy aims to:

- Protect children and young people at St Martin's School from harm.
- Provide staff, volunteers, children and their families, with the overarching principles that guide our approach to safeguarding.
- To emphasise the need for good levels of communication between members of staff, children and their parents.
- To support each child's development in ways which will foster security, confidence and independence.
- To reflect both the statutory and pastoral duties of the school.

Definitions

Safeguarding is the prevention of harm to children.

Child Protection is part of safeguarding and is the protection of individual children identified as suffering or likely to suffer significant harm. Our Child Protection policy covers this and includes our reporting procedures.

Scope

This policy applies to anyone working on behalf of St Martin's School and Nursery, including the Proprietor, Governors and board of trustees, paid staff, volunteers and sessional workers, as well as parents and pupils. This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. A summary of the key legislation and guidance is available from www.nspcc.org.uk and detailed documentation is referred to in the Child Protection Policy. All school policies prioritise safeguarding. Therefore, this policy should be read in conjunction with **all** other school policies especially our Child Protection Policy and Reporting procedures.

Our responsibilities

At St Martin's, we believe children and young people should never experience abuse of any kind. We take our responsibility to promote the welfare of all children, to keep them safe and to practise in a way that protects them seriously.

The Proprietor and Governors have overall responsibility for:

Ensuring that safeguarding procedures, policies and training are in place, being effectively managed and comply with the law as set out in the statutory guidance Keeping Children Safe in Education (KCSiE).

Ensuring that we have effective complaints and whistleblowing measures in place.

Our Designated Safeguarding Lead (DSL) is responsible for:

Adopting safeguarding best practice through the school and Nursery's policies, procedures and codes of conduct.

Creating and maintaining an environment and ethos of safeguarding as paramount by:

Creating a culture of mutual respect and openness in which members of the community are comfortable sharing concerns.

Establishing effective procedures for reporting and managing concerns that arise relating to wellbeing, e-safety and bullying.

Monitoring open concerns weekly, undertaking thematic reviews of safeguarding and absence concerns.

Ensuring all members of the St Martin's community are aware of the safeguarding policy and procedures.

Recruiting and selecting staff and volunteers safely, ensuring all necessary checks are made.

Ensuring all staff, volunteers and external providers are trained in and confidently and competently act in accordance with, safeguarding protocols including managing low-level concerns.

Overseeing the RSHE/PSHE and E-safety curriculum.

Delivering a calendar of events and Assembly content that inform pupils about safeguarding and anti-bullying issues.

Ensuring that we provide a safe physical environment for our children, young people, staff and volunteers, by applying health and safety measures in accordance with the law and regulatory guidance.

Our Data Protection Officer (DPO) is responsible for:

Recording, storing and using information professionally and securely, in line with data protection legislation and guidance.

The designated persons at St Martin's including the Early Years and Foundation Stage are:

Mrs Farhana Harun – Safeguarding Governor

Mrs Sam Mbah – Designated Safeguarding Lead

Mr Dan Guyster – Deputy Safeguarding Lead

Mrs Joanna Wilson – Wellbeing and Mental Health Lead and Data Protection Officer

All Staff are responsible for:

Ensuring the welfare of children is paramount in all the work we do and in all the decisions we take.

Valuing, listening to and respecting pupils and acting on concerns.

Working in partnership with children, young people, their parents, carers and other agencies to promote young people's welfare.

Using our safeguarding and child protection procedures to share concerns and relevant information appropriately.

Reporting any 'Low Level Concerns' in line with the 'Low Level Concerns' Policy.

Ensuring that all children, regardless of age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation have an equal right to protection from all types of harm or abuse.

Recognising that some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues and acting on extra safeguards that may be needed to keep children who are additionally vulnerable safe from abuse.

Clearance to work with children

All school adults are well placed to observe signs of neglect, abuse, changes in behaviour and failure to develop.

We ensure adults are aware of their role in the early recognition of the signs and symptoms of physical, emotional, sexual abuse or neglect and the appropriate referral process in school.

We require all adults employed on the premises to have the appropriate clearance to work with children; we ensure rigorous application of Safer Recruitment processes. All applications for staff positions in the school are thoroughly vetted in accordance with our recruitment policy. Following the [government guidance](#), DBS checks are undertaken for all staff, governors, directors and regular volunteers who work in school and are updated every five years / rolling DBS.

St Martin's School recruits all staff and governors in accordance with the Safer Recruitment Policy. The School will take all reasonable measures to:

- Ensure that it practises safer recruitment in checking the suitability of staff and volunteers (including staff employed by another organisation) to work with children and young people in Safeguarding Policy 27 accordance with KCSIE (Part Three: Safer Recruitment – recruitment, selection and pre-employment vetting).
- Ensure that it carries out all necessary checks on the suitability of people who serve on the governing body in accordance with paragraph 115 of KCSIE (September 2022) (Part Three: Safer Recruitment – recruitment, selection and pre-employment vetting)
- Ensure that where the School ceases to use the services of any person (whether employed, contracted, a volunteer or Student) because that person was considered unsuitable to work with children, a prompt and detailed report is made to the Disclosure and Barring Service (DBS) and TRA where appropriate.
- Ensure that any visiting speaker, has been suitably vetted in accordance with the school's Visitor policy and Prevent statutory guidelines
- Ensure that sufficient relevant staff are trained in safer recruitment processes and at least one member of all interview panels are safer recruitment trained.

Adults who have passed all clearance checks, wear green visitor badges for identification. If concerns arise over a member of staff then all relevant checks will be carried out as if the member of staff is a new appointment.

Adults that have not had enhanced DBS checks are not involved in providing personal care for pupils.

All non-DBS checked visitors are escorted at all times and wear red visitor badges for identification. DBS checked and registered visitors will wear green visitor badges. All visitor's badges contain child protection contact information.

Staff Training and awareness

All staff complete our Educare Safeguarding training and read the "[Keeping Children Safe in Education information for staff](#)" document including all updates. Knowledge and understanding of this document is checked with a questionnaire. Written confirmation of Child Protection Training is required for any person working with children at the school.

We deliver annual internal training sessions on safeguarding in September or as part of Induction in an employee's first week of employment or volunteer's first session. In addition to this, termly information specific to the school is shared in INSETs and regular updates are communicated, when necessary, in staff meetings or via e-mail.

All staff are required to undertake health and safety and basic first aid and some teachers have paediatric first aid qualifications. Some members of staff may be asked to complete additional training such as Fire Warden or Epi-pen training as applicable to their role and in line with risk assessments of need.

Prevent

As part of our safeguarding ethos we work to protect children from the risk of radicalisation and encourage pupils to respect the Fundamental British Values. We ensure that partisan political views are not promoted and where political issues are brought to the attention of the pupils; reasonably practicable steps have been taken to offer a balanced presentation of opposing views to pupils. We are aware of the need to promote equality for all and do not allow any hate preaching or incitement to racial hatred.

In addition, within the school we will train and ensure that all staff:

- provide an atmosphere where children feel secure, are listened to and valued.
- teach children that we have a range of adults whom children can approach for help.
- use the curriculum to raise children's awareness and build confidence.
- demonstrate a general understanding of the risks to children in the area of prevent and understand child protection procedures for dealing with this.

We work with families and organisations to:

- Protect children from the risk of radicalisation
- Build pupils' resilience to radicalisation by promoting Fundamental British Values and enabling them to challenge extremist views.
- Provide a safe space in which children, young people and staff can understand the risks associated with terrorism and develop the knowledge and skills to be able to challenge extremist arguments.

Pupil awareness

We provide on-going awareness of safeguarding topics, including bullying, through our RSHE sessions, assemblies and curriculum - including e-safety which forms the first half term of our computing curriculum. We discuss with pupils who they can share concerns with and ensure they can name at least 5 adults. This will always include a home adult who we encourage to communicate any concerns raised with school via e-mail. We remind children of safeguarding prevention methods before leaving school on a trip or residential and this forms part of our risk assessment and ongoing awareness.

We have a **zero tolerance for child on child abuse** as outlined in our Behaviour Policy. We discuss behaviour and bullying in assemblies and this is reinforced as necessary when new issues or trends arise in school. We formally ask all children their opinions of school, via a PASS screening test in the first half term and a questionnaire including concerns on safeguarding, behaviour and bullying once a year. Children can also offer their thoughts on any issue, via their class teacher, school council representatives or prefects. Additionally, for personal worries and concerns children are able to use the worry box or speak with a school adult they are comfortable with.

Parent and volunteer awareness **Teachers and senior leaders work with families to:**

Protect children from maltreatment and impairment of health and development. Ensure that children grow up in circumstances consistent with the provision of safe, effective care.

Share information about safeguarding and good practice via leaflets, posters, group work and one-to-one discussions.

Make sure that children, young people and their families know where to go for help if they need it themselves or have a concern for others.

Take action to enable all children to have the best possible outcomes.

Regularly offer parents safeguarding reminders in our weekly St Martin's post.

Ensure parents and volunteers are reminded of safeguarding procedures when they visit the school, attend assemblies or support school trips.

Provide regular information sessions on safeguarding including annual training on e-safety for parents.

Discuss individual needs of children to establish if a child may be particularly vulnerable and ensure children and families are supported as necessary.

Reporting

Barnet MASH including Prevent/Chanel referrals (Sam Rosenguard) and LADO (Rob Wratten) **020 8359 4066**
CEOP (Child Exploitation and Online Protection Centre)
www.ceop.gov.uk

Reporting for other areas our children reside in:

Hertfordshire Safeguarding Children Partnership **0300 123 4043**

Brent Safeguarding Children Partnership **020 8937 4300**

Essex Safeguarding Children Board **0345 603 7627**

Further Information

Barnet Children Safeguarding Partnership

<https://thebarnetscp.org.uk/bscp>

Crimestoppers **0800 555 111**

NSPCC www.nspcc.org.uk **0808 800 5000**

Childline **0800 1111**

Kidscape Bullying Helpline **020 7730 3300**

Samaritans **116 123**

Written by: Mrs Mbah (Head Teacher/DSL)

Ratified by: Governors

Policy date: 4th March 2024

To be reviewed: September 2024

(and updated as necessary e.g. in response to any national guidance released)