****

**Parsonage Farm Nursery and Infant School Safeguarding Policy**

**Principles**

Section 175 of the Education Act 2002 gives maintained schools a statutory duty to promote and safeguard the welfare of children, and have due regard to the guidance ‘Keeping Children Safe in Education DfE 2016’.

‘***Safeguarding’*** is defined in the Children Act 2004 as protecting from maltreatment; preventing impairment of health and development; ensuring that children grow up with the provision of safe and effective care; and work in a way that gives the best life chances and transition to adult hood. Our safeguarding practice applies to every child.

Parsonage Farm Nursery and Infant School recognises that it has a duty to ensure arrangements are in place for safeguarding and promoting the welfare of children and we will carry out this duty through our teaching and learning, pastoral care and extended school activities. All members of the school community (including volunteers and governors) will at all times establish and maintain a safe and stimulating environment where children feel secure, are encouraged to talk to adults they can trust and are listened to. Through training, all staff (teaching and non-teaching) will be able to recognise the signs of abuse and understand their responsibilities when a child may be at risk of harm. Training of all staff (except the designated person for which, see below) will be updated every three years as well as being covered as part of induction for new staff.

The school will ensure that it provides written referrals on the correct form and recognises the importance of attendance at all meetings called when there is a concern regarding the safeguarding of a pupil.

Staff within the school have access to information to support them to be able to recognise and report the signs, indicators or risks of radicalisation, child sexual exploitation, female genital mutilation and Honour Based Violence. The Designated Safeguarding Lead (DSL) will follow the established recording and referral processes including the use of the sexual exploitation risk assessment form (SERAF) for suspected exploitation. On the 31 October 2015, it became mandatory for teachers to report known cases of FGM to the police. In these situations, the DSL and/or head will be informed and that the member of teaching staff has called the police to report suspicion that FGM has happened. At no time will staff examine pupils to confirm this.

**Staff Recruitment**

In line with the guidance ‘Safer Recruitment’, the Headteacher, Chair of Governors and School Business Manager have completed Safer Recruitment training. All staff including volunteers who have access to children in our school have been carefully selected and screened and all have had an enhanced DBS check prior to commencing work. All details of all appointments/checks are held in a central record.

**Designated member of staff**

The designated senior member of staff for safeguarding in this school is:

Kath Greenway (Head Teacher)

In their absence/to assist:

Rachel Williams (Acting Deputy Headteacher)

Veronica Bowyer (Key Stage 1 Leader)

Zylpha Roylance (School Business Manager)

Our designated members of staff are fully trained and receive updated training every 2 years. All staff are responsible for reporting any concerns verbally and in written form which are collated by the designated person who ensures these confidential records are kept securely. It is the responsibility of the designated member of staff to have discussions with Social Care when concerns arise regarding the safety of a pupil in this school. All such pupils are closely monitored, including attendance, and where extra concerns arise these are passed on to the appropriate agencies. Advice and support are offered to other members of staff dealing with a pupil for whom there is a concern.

**Designated Governor**

Our school has a designated safeguarding governor, Susan Turner, who will act as the link person between the governing body and the designated officer. The governor will review safeguarding procedures/practices including access to training through termly meetings with the safeguarding officer. The governors will ensure that sufficient time is given to carry out the duties including accessing training. Where safeguarding concerns arise regarding a member of staff, the governor will liaise with the Chair of Governors/Head Teacher/Governor Services or Local Authority.

**Children with Education, Health and Care Plans**

We recognise that, statistically, children with behavioural difficulties and disabilities are most vulnerable to abuse. All staff that support these pupils will be aware of the need for extra vigilance for signs of abuse.

**Parents**

This school believes in working closely with parents and in most cases, and if appropriate, where we have a concern about a pupil, the parents will be informed. A copy of our Child Protection Policy is available on our school website and sets out our obligations regarding potential harm to pupils so parents can have an understanding of the responsibility placed on the school.

**Allegations against a member of staff**

Where there is a concern that a member of staff may have behaved inappropriately the Headteacher will discuss the matter with the Local Authority Designated Officer (LADO) as laid down in the Hampshire LSCB procedures and the Chair of Governors will be informed. However, where the allegation made concerns the Headteacher, the Designated Safeguarding Governor will liaise with the LADO. The school will not attempt to investigate unless authorised to do so.

**Legislation relating to this Policy:**

Children Act 1989, 2004

Education Act 1996, 2002 (Section 175)

School Standards and Framework act 1998

Keeping Children Safe in Education Guidance DfE 2018

**Other linked School Policies**

Anti-Bullying

Behaviour

Child Protection

Staff Code of Conduct

Esafety

Health and Safety

Acceptable use of ICT

Supporting Pupils with Medical Needs

Special Educational Needs and Disabilities

First Aid

Physical Intervention

Policy Date: November 2010

Policy Reviewed: Nov 2011/Nov 2014, October 2015 (with the Child Protection Policy)/October 2016/October 2018

Next Review Date: October 2019