



FRAMLINGHAM COLLEGE CHILD PROTECTION POLICY & PROCEDURES

Safeguarding and promoting the welfare of children is everyone's responsibility.

Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all professionals should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child. (Keeping Children Safe in Education 2018)

Framlingham College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This policy is part of the Framlingham College Safeguarding policy and is based on the Department for Education's statutory guidance [Keeping Children Safe in Education \(2020\)](#) and [Working Together to Safeguard Children \(2018\)](#), and the [Governance Handbook](#). We comply with this guidance and the arrangements agreed and published by our 3 local safeguarding partners: Local Authority, Police and Clinical Commissioning Groups. All three partners have equal and joint responsibility for a range of roles and statutory functions including developing local safeguarding policy and procedures and scrutinising local arrangements. In Suffolk, all professionals including staff in schools should work in accordance with the multi-agency procedures developed by the Suffolk Safeguarding Partnership (SSP) which can be found on their website at: <http://suffolk.safeguardingpartnership.org.uk/>.

This policy is also based on the following legislation:

- Part 3 of the schedule to the [Education \(Independent School Standards\) Regulations 2014](#), which places a duty on academies and independent schools to safeguard and promote the welfare of pupils at the school
- [The Children Act 1989](#) (and [2004 amendment](#)), which provides a framework for the care and protection of children
- Section 5B(11) of the Female Genital Mutilation Act 2003, as inserted by section 74 of the [Serious Crime Act 2015](#), which places a statutory duty on teachers to report to the police where they discover that female genital mutilation (FGM) appears to have been carried out on a girl under 18
- [Statutory guidance on FGM](#), which sets out responsibilities with regards to safeguarding and supporting girls affected by FGM
- [The Rehabilitation of Offenders Act 1974](#), which outlines when people with criminal convictions can work with children
- Schedule 4 of the [Safeguarding Vulnerable Groups Act 2006](#), which defines what 'regulated activity' is in relation to children

- [Statutory guidance on the Prevent duty](#), which explains schools’ duties under the Counter-Terrorism and Security Act 2015 with respect to protecting people from the risk of radicalisation and extremism
- The [Childcare \(Disqualification\) and Childcare \(Early Years Provision Free of Charge\) \(Extended Entitlement\) \(Amendment\) Regulations 2018](#) (referred to in this policy as the “2018 Childcare Disqualification Regulations”) and [Childcare Act 2006](#), which set out who is disqualified from working with children
- This policy also meets requirements relating to safeguarding and welfare in the [statutory framework for the Early Years Foundation Stage](#).

For the purpose of this policy, Child Protection is defined as activities undertaken to prevent children suffering, or being likely to suffer, significant harm.

Key Roles and Contacts

	Framlingham College Senior School	Framlingham College Prep School
The Designated Safeguarding Leads (DSL): Primary point of contact at all times.	<i>Mr Susan Wessels (Senior Deputy Head)</i> Phone: 01728 723789 swessels@framlinghamcollege.co.uk	<i>Mrs Joanna Coventry-King (Deputy Head, Pastoral)</i> Phone: 01728 685331 JCoventry-King@framlinghamcollege.co.uk
The Deputy Designated Safeguarding Leads (DDSL)	<i>Dr Ruth Noble (Head of Years 10 & 11)</i> Phone: 01728 723789 RNoble@FramlinghamCollege.co.uk <i>Mr Jon Slay (Housemaster)</i> Phone: 01728 723789 JSlay@FramlinghamCollege.co.uk	<i>Mr Edward Marland (Head of Senior Prep)</i> Phone: 01728 685331 emarland@framlinghamcollege.co.uk <i>Mr James Loveridge (Head of Junior Prep)</i> Phone: 01728 685331 jmloveridge@framlinghamcollege.co.uk <i>Mrs Araminta Long (Head of Pre-Prep)</i> Phone: 01728 685331 ALong@framlinghamcollege.co.uk <i>Mrs Ruth Steggles (Head of EYFS)</i> Phone: 01728 685331 rsteggles@framlinghamcollege.co.uk

Nominated Governor for Safeguarding

Mrs Penny Creasy Phone: 01728 723789

Email: reception@framlinghamcollege.co.uk

All staff should be aware of the **process for making referrals** to children's social care and for statutory assessments under the Children Act 1989 that may follow a referral, especially section 17 (child in need) and section 47 (a child suffering, or likely to suffer, significant harm) along with the role they might be expected to play in such assessments.

All staff should be aware of the **early help process** and understand their role within it. This includes providing support as soon as a problem emerges, liaising with the DSL and sharing information with other professionals in order to support early identification and assessment, focussing on providing interventions to avoid escalation of worries and needs. In some cases, staff may be asked to act as the lead professional in undertaking an early help assessment.

Knowing what to look out for is vital to the early identification of abuse and neglect. If staff are unsure, they should always speak to the DSL (or deputy). If in exceptional circumstances the DSL (or deputy) is not available, this should not delay appropriate action being taken. Staff should consider speaking to a member of the senior leadership team and/or take advice from children's social care. In these circumstances, any action taken should be shared with the DSL as soon as is practically possible.

RECOGNISING ABUSE and TAKING ACTION

Abuse is a form of maltreatment of a child and may involve inflicting harm or failing to act to prevent harm.

Neglect is a form of abuse and is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

Further information about specific forms of abuse (Physical, Emotional, Sexual) and safeguarding issues (e.g. Children missing from education, child sexual exploitation, child criminal exploitation, domestic abuse, honour – based violence including FGM, preventing radicalisation, peer on peer abuse) can be found in our Safeguarding Policy (Sections 6 & 7) and in Part One and Annexe A of Keeping Children Safe in Education 2019.

Staff, volunteers and governors must follow the procedures set out below in the event of a safeguarding issue. If staff have any concerns about a child's welfare, they should act on them immediately.

- **If a child is in immediate danger**
 - Consult your DSL (or DDSL in their absence) who will make a referral to children's social care and/or the police immediately if a child is in immediate danger or at risk of harm. Anyone can make a referral. Tell the DSL as soon as possible if you make a referral directly.
 - Contact **Customer First on 0808 800 4005 (24 hours) or as a Professional 0345 066 167**
 - In an **emergency** staff can telephone **999** and contact the Police.

- **If a child makes a disclosure to you**

If a child discloses a safeguarding issue to you, you should:

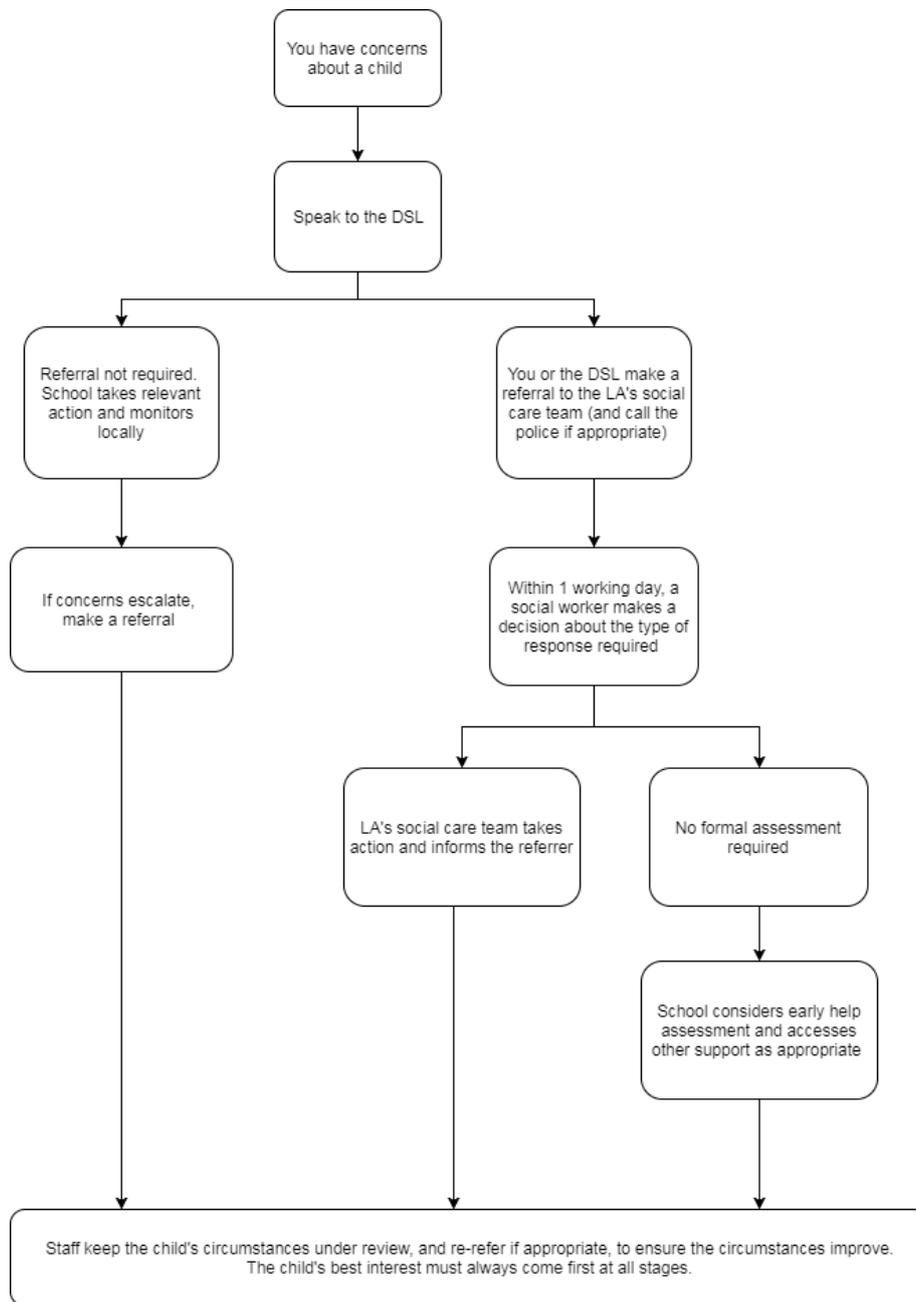
- Listen to and believe them. Allow them time to talk freely and do not ask leading questions
- Stay calm and do not show that you are shocked or upset

- Tell the child they have done the right thing in telling you. Do not tell them they should have told you sooner
 - Explain what will happen next and that you will have to pass this information on. Do not promise to keep it a secret
 - Write up your conversation as soon as possible in the child's own words. Stick to the facts, and do not put your own judgement on it
 - Sign and date the write-up and pass it on to the DSL. Alternatively, if appropriate, make a referral to children's social care and/or the police directly (see above), and tell the DSL as soon as possible that you have done so.
- **If you discover that FGM has taken place or a pupil is at risk of FGM**
 - The Department for Education's Keeping Children Safe in Education explains that FGM comprises "all procedures involving partial or total removal of the external female genitalia, or other injury to the female genital organs".
 - FGM is illegal in the UK and a form of child abuse with long-lasting, harmful consequences. It is also known as 'female genital cutting', 'circumcision' or 'initiation'.
 - Possible indicators that a pupil has already been subjected to FGM, and factors that suggest a pupil may be at risk, are set out in the Safeguarding Policy.
 - **Any teacher** who discovers that an act of FGM appears to have been carried out on a **pupil under 18** must immediately report this to the police, personally. This is a statutory duty, and teachers will face disciplinary sanctions for failing to meet it.
 - The duty above does not apply in cases where a pupil is *at risk* of FGM or FGM is suspected but is not known to have been carried out. Staff should not examine pupils.
 - **Any member of staff** who suspects a pupil is *at risk* of FGM **or** who discovers that an act of FGM appears to have been carried out on a **pupil under 18** must speak to the DSL and follow our local safeguarding procedures.
- **If you have concerns about a child (as opposed to a child being in immediate danger)**
 - Figure 1: procedure if you have concerns about a child's welfare (no immediate danger) illustrates the procedure to follow if staff have concerns about a child's welfare and the child is not in immediate danger.
 - Where possible, speak to the DSL first to agree a course of action. The DSL can use the **MASH Professional Consultation Line: 0345 606 1499** to discuss the most appropriate and effective way of providing or obtaining help and support for the child. Alternatively, make a referral to local authority children's social care directly (see 'Referral' below).
 - Staff can also contact the charity NSPCC on 0808 800 5000 if you need advice on the appropriate action.
 - Fears about sharing information **must not** be allowed to stand in the way of the need to promote the welfare, and protect the safety, of children.
- **Early help**
 - If early help is appropriate, the DSL will support staff in liaising with other agencies and setting up an inter-agency assessment as appropriate.
 - The DSL will keep the case under constant review and the school will consider a referral to local authority children's social care if the situation does not seem to be improving. Timelines of interventions will be monitored and reviewed.

- **Referral**
 - If it is appropriate to refer the case to local authority children’s social care or the police, the DSL will make the referral or support staff to do so.
 - If staff make a referral directly (see above), they must tell the DSL as soon as possible.
 - Once a referral has been made the Suffolk Safeguarding Children Board are required to follow their own time frames for response i.e. they will make a decision within 1 working day of a referral about what course of action to take and will let the person who made the referral know the outcome. The DSL or person who made the referral must follow up with the local authority if this information is not made available, and ensure outcomes are properly recorded.
 - If the child’s situation does not seem to be improving after the referral, the DSL or person who made the referral must contact the local authority and make sure the case is reconsidered to ensure the concerns have been addressed and the child’s situation improves.

- **If you have concerns about extremism**
 - If a child is not at immediate risk of harm, where possible, speak to the DSL first to agree a course of action. Alternatively, make a referral to local authority children’s social care directly if appropriate (see ‘Referral’ above).
 - Where there is a concern, the DSL will consider the level of risk and decide which agency to make a referral to. This could include [Channel](#), the government’s programme for identifying and supporting individuals at risk of being drawn into terrorism, or the local authority children’s social care team.
 - The Department for Education also has a dedicated telephone helpline, 020 7340 7264, which school staff and governors can call to raise concerns about extremism with respect to a pupil. You can also email counter.extremism@education.gov.uk. Note that this is not for use in emergency situations.
 - In an emergency, call 999 or the confidential anti-terrorist hotline on 0800 789 321 if you:
 - Think someone is in immediate danger
 - Think someone may be planning to travel to join an extremist group
 - See or hear something that may be terrorist-related

Figure 1: procedure if you have concerns about a child's welfare (no immediate danger)



- **Concerns about a staff member or volunteer**

- If you have concerns about a member of staff or volunteer, speak to the Principal (Mrs Louise North (FC) or Mr Martin Myers-Allen (FCPS). If you have concerns about the Headteacher, speak to the chair of governors (AVM Bill Rimmer). School staff may also contact the LADO (see below) directly.
- You can also discuss any concerns about any staff member or volunteer with the DSL.

The Principal/Chair of Governors/DSL will then follow the procedures set out in the Safeguarding policy, if appropriate and will, if appropriate, immediately discuss the allegation with the Local Authority Designated Officer (LADO) (LADO@suffolk.gov.uk or 0300 123 2044).

- Any allegation of abuse against a member of staff or volunteer will be dealt with very quickly, in a fair and consistent way that provides effective child protection while also supporting the individual who is the subject of the allegation.

Allegations of abuse made against other pupils

- We recognise that children are capable of abusing their peers. Abuse will never be tolerated or passed off as “banter” or “part of growing up”.
- Most cases of pupils hurting other pupils will be dealt with under our school’s behaviour policy, but this child protection policy and our safeguarding policy will apply to any allegations that raise safeguarding concerns. This might include where the alleged behaviour:
 - Is serious, and potentially a criminal offence
 - Could put pupils in the school at risk
 - Is violent
 - Involves pupils being forced to use drugs or alcohol
 - Involves sexual exploitation or sexual abuse, such as indecent exposure, sexual assault, or sexually inappropriate pictures or videos (including sexting)
- If a pupil makes an allegation of abuse against another pupil:
 - Staff must tell the DSL and record the allegation, but do not investigate it
 - The DSL will contact the local authority children’s social care team and follow its advice, as well as the police if the allegation involves a potential criminal offence
 - The DSL will put a risk assessment and support plan into place for all children involved – both the victim(s) and the child(ren) against whom the allegation has been made – with a named person they can talk to if needed
 - The DSL will contact the children and adolescent mental health services (CAMHS), if appropriate
- We will minimise the risk of peer-on-peer abuse by:
 - Challenging any form of derogatory or sexualised language or behaviour
 - Being vigilant to issues that particularly affect different genders – for example, sexualised or aggressive touching or grabbing towards female pupils, and initiation or hazing type violence with respect to boys
 - Ensuring our curriculum helps to educate pupils about appropriate behaviour and consent
 - Ensuring pupils know they can talk to staff confidentially
 - Ensuring staff are trained to understand that a pupil harming a peer could be a sign that the child is being abused themselves, and that this would fall under the scope of this policy.
- **Notifying parents**
 - Where appropriate, we will discuss any concerns about a child with the child’s parents. The DSL will normally do this in the event of a suspicion or disclosure.

- Other staff will only talk to parents about any such concerns following consultation with the DSL.
- If we believe that notifying the parents would increase the risk to the child, we will discuss this with the local authority children's social care team before doing so.
- In the case of allegations of abuse made against other children, we will normally notify the parents of all the children involved.
- Where reasonably possible the school holds more than one emergency contact number for pupils.