

Implementation of procedure

Who to contact

Our Safeguarding Team shall be responsible for dealing with cases of suspected child abuse. The **Designated Teacher** (Mrs Harbinson) and the **Deputy Designated Teacher** (Mr Irwin) are supported by our **Principal** (Mr Graham) and **Designated Governor for Child Protection** (Mrs Jones).

Role of the Designated Teacher

- To listen to the child
- To listen to concerns of staff and other members of the school community
- To refer the concerns to Social Services and the Education Authority Child Protection Support Service Team.

Procedures

If we have concerns about the welfare of your child, what are we required to do?

- In the majority of cases, we will ask to meet with you first to discuss our concerns
- If the issue has not been resolved, we are obliged to consult with the appropriate agency
- If they advise us to make a referral to Social Services, we must follow that advice
- We will endeavour at all times to keep you informed



IF YOU HAVE A CONCERN ABOUT A CHILD'S SAFETY...

You can talk to the child's teacher

- If you are still concerned you can talk to the Designated Teacher (Mrs Harbinson) or the Deputy Designated Teacher (Mr Irwin)
- If you are still concerned, you can talk to the Principal (Mr Graham) or write to the Chairperson of the Board of Governors (Mrs Kathryn Edgar).
- At any time, you can talk to the Social Worker at the Gateway Team (0300 1000 300) or contact the PSNI Central Referral Unit (028 90259299)



IF YOU HAVE A CONCERN IN RELATION TO A MEMBER OF STAFF...

- Report directly to the Principal (Mr Graham) or Designated teacher, Mrs Harbinson.
- If you still have a concern, you can write to the Chairperson of the Board of Governors (Mrs Kathryn Edgar).
- If the concern relates directly to the Principal, you should report directly to the Chairperson of the Board of Governors (Mrs Kathryn Edgar).

Kirkistown Primary School

CHILD PROTECTION & SAFEGUARDING



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INFORMATION FOR PARENTS



www.kirkistownprimaryschool.com

The Aims of our Child Protection Policy

Our Child Protection Policy is in place to protect our pupils by ensuring that everyone who works in school has clear guidance on the detection and inter-agency management of situations, where abuse or neglect of a child is suspected. The overriding concern of all caring adults must be the care, welfare and safety of the child. The welfare of each child is our paramount consideration. In all of their contact with pupils, staff in Kirkistown Primary School follow the guidelines and procedures described in the DENI publication, "Pastoral Care in School- Child Protection." (1999)

The Principles of our Child Protection Policy

The following principles form the basis of our Child Protection Policy:

- Children should be listened to and taken seriously
- In any incident the child's welfare must always be paramount; this overrides all other considerations
- A proper balance must be struck between protecting children and respecting the rights and needs of parents and families; but where there is a conflict, the child's interests must always come first

The Full Policy Document

The purpose of this summary leaflet is to provide all the relevant details for parents. Should parents wish to access the full policy statement, they can do so via the school website.

Procedures for the school

A child may quite innocently disclose details of abuse that occurs within the family or a child may confide in a member of staff as the one adult they can trust. In such instances our staff have been trained as follows:

1. Do not promise to keep secret what the child has said
2. Confidentiality is important
3. Report immediately to the Designated Teacher or Deputy Designated Teacher

It is not the responsibility of any member of our staff to carry out investigations into suspected or reported abuse. They simply seek discreet clarification or listen to disclosures by the child and pass on any concerns.



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The Parent / Carer's Role

Parents should play their part in Safeguarding by:

- Telephoning the school on the morning of their child's absence or else sending in a note on the child's return to school, so as the school is reassured as to the child's health / circumstances.
- Informing the school whenever anyone, other than themselves, intends to pick up the child after school.
- Providing the school with written evidence i.e. a Court Order to support any request to the Principal for changes to arrangements for contact with their child.
- Informing the school of any changes of address, contact details or living arrangements for their child e.g. child going to live with a relative.
- Familiarising themselves with the School's Safeguarding Policies.
- Reporting to the office when they visit the school.
- Raising any concerns they have in relation to their child with the school.