

CHILD PROTECTION POLICY

Coming into force: May 2014

To be reviewed: July 2015

In case of immediate necessity, the policy may be amended mid-year. The policy shall undergo formal review annually, at the end of the school year, in July.

Distribution:

This policy shall be made available online, on the school website, at all times; it shall be made known and available to all the School's staff. It shall be discussed and its understanding verified at least once a year: during Induction Week, for staff, and during the first Parent-Teacher meeting of the year, for the parents. Printed copies shall be made available upon requests.

Introduction

This policy is part of the Children Safeguarding Framework of the School, which takes precedence over any other policy or concerns related to privacy and communication with parents or with relevant state authorities.

All staff shall receive training regarding this policy and shall be bound by labour contract to uphold it, failure to do so will bring the termination of the employment contract and/or referral of matters to the Police and other specialised state authorities.

This policy is based on the norms and regulations set out by UK's 2002 Education Act and on the UK's Independent Schools Standards (2003 Education Regulations)

Defining Child Protection

It refers to but is not limited to:

- physical and/or emotional abuse
- bullying
- indicators of abuse
- effects of abuse
- suspected children at risk
- disclosure of abuses
- notification of parents and/or of relevant state authorities
- children with sexually harmful behaviour
- confidentiality
- abuse of trust

Principles

Verita School takes its responsibility to safeguard the children very seriously and uphold the following:

- all children, regardless of age, gender, ability, culture, race, language, religion or sexual orientation have equal rights
- checking the background and history of all newly recruited staff

- educate the children with the skills needed to keep them safe
- developing the capabilities to identify and report case or potential cases of abuse
- establish a safe environment for pupils
- staff and children involved in issues pertaining to child protection shall receive adequate support

Verita Aims:

- to establish an environment where pupils know they can talk to adults about their concerns
- make use of PSHE time and of other opportunities to develop pupils' skills to keep themselves safe

Verita School supports pupils through the following:

- the school curriculum
- the school environment - safe and supportive
- a sense of respect and individuality
- the school behaviour policy
- observing and learning from the practices of specialists regarding child protection

Verita follows **UK's DfE recommendations** related to staff and implementation of the Child Protection Policy:

- it will designate specific people in school responsible with child protection
- ensure both students and staff know who are the designated members of staff
- ensure all staff know they are to refer any concern or observation to designated members of staff
- ensure parents understand the School's role in safeguarding their children and that it may be necessary to discuss with the child about violence and things he/she is not comfortable with or upset him/her
- maintain records of incidents, concerns, or observations, even when immediate action is not required
- have and implement a set procedure when allegations are made against a member of staff
- ensure safe recruitment processes are respected

Responsibilities lie with the School Board to ensure that:

- all staff knows the child protection policy, the procedure and responsibility to refer observations or cases to the designated staff
- review this policy and update it in accordance with the latest legal changes in England and Romania
- to adapt this policy in view of experiences of staff during the school year
- ensure designated staff members have or receive the required training to handle matters of child protection
- ensure that all staff is knowledgeable about what child protection is about and that this is discussed with all staff members at least once a year

Responsibilities of designated staff:

- to have an understanding of UK procedures
- to keep accurate records
- to inform staff and the School Board about developments
- to help other staff members understand behaviours and identify potential abuse

- acts as a source of expertise within the community
- will be involved in the review and update of this policy at School Board level
- monitor that this policy is observed by all staff

Teachers are not to investigate matters by themselves, but to refer any concerns to the designated persons, which will take responsibility to follow-up.

Parents are to be made aware of the school's child protection policy and what this entails in terms of observing and reporting cases of abuse or suspected cases to the relevant authorities.

The School shall inform any future employee upon referral request if a staff member's contract was terminated due to a matter of child protection.

Particularly Vulnerable Categories of children have been identified, cases which need particular attention:

- special educational needs
- living in domestic abuse situations
- parents substance abuse situations
- asylum seekers
- bullied or bullying
- live transient lifestyles
- living in unsupportive situations
- vulnerable to discrimination due to race, ethnicity, religion or sexuality

E-Safety

Children and staff are prohibited from using their mobile phones or tablets to take photos of children, of the school grounds, parents or visitors and sharing them online or with other devices.

Parents are kindly requested to refrain from taking photos with their mobile devices while in school or of other parent's children without the consent of those parents.