



CHILD PROTECTION POLICY

The College recognises that it has a legal duty under the Children Act 2004, section 11, to work with other agencies in protecting students from harm and responding to abuse. The Children Act defines a 'child' as someone under the age of 18, however this policy also deals with students over 18.

Purpose of policy

To ensure that College staff deal with the issue of child abuse in a sensitive and structured way that is in line with statutory requirements.

The designated person for child protection issues is the Assistant Principal (Student Services), currently Val Hart. If Val Hart is not available, the Vice Principal, currently Sue Knox, should be contacted and will act in the role of designated person.

Scope of policy

All students on the College roll.

It is not the responsibility of staff to investigate allegations of abuse. This responsibility lies with the Local Authority.

Procedure

- If any member of staff has significant concerns about a student who they feel may be suffering from physical injury, sexual abuse, emotional abuse or neglect, the member of staff must discuss these concerns with the designated person. The designated person will liaise with the relevant Local Authority representative within the Children, Education and Social Care Services.
- Any member of staff who has concerns about apparent injuries or who is told anything significant by a student which might indicate child abuse must report their concerns to the designated person.
- If a student confides in a member of staff, it is important that the member of staff tells the student sensitively but immediately that they cannot keep that information secret.
- The member of staff must allow the student to disclose in his or her own words. The member of staff must not question or lead the student. Staff must be aware that the way in which they talk to a student can have an effect on the evidence which is put forward if there are subsequent criminal proceedings.



- The member of staff must make a record of what the student says, together with the time, date and place of the disclosure. If it is not appropriate to do this at the time, it must be done immediately afterwards.
- The member of staff must refer the matter to the designated person together with the written record.
- All Child Protection records relating to suspicions of abuse must be passed to the designated person and must be kept securely locked in line with statutory guidelines.
- Staff who receive information about students and their families in the course of their work must only share that information in an appropriate professional context.
- Senior Tutors must ensure that students are made aware of local and national help lines. Information about the help lines will be displayed in tutor groups.

Role of the designated person

The designated person will:

- take emergency action if required, e.g. if a student needs to be protected from immediate harm;
- ask staff to record relevant information;
- gather information;
- store all information in a securely locked confidential Incident File;
- follow procedures laid down by Stockton-on-Tees Borough Council's Local Safeguarding Children Board and immediately report all cases where there are grounds for concern about child abuse;
- discuss with the social worker the action to be taken, including when and by whom parents will be informed and the student interviewed. In the case of a student over 18 years of age, the student must be advised to notify the Police;
- immediately report any medical emergency to the medical services and arrange for first aid if needed before reporting to the duty senior social worker;
- in urgent circumstances seek help from the police, e.g. immediate avoidance of further abuse, immediate pursuit of an alleged abuser, avoidance of destruction of evidence;
- support the student involved as necessary and appropriate;



- inform the Principal of any issues and ensure there is always a designated person on College premises;
- advise the Principal if the allegation is against a member of staff;
- undertake necessary training and raise awareness of the Child Protection Policy amongst all staff and ensure that it is covered in the induction of new staff.

Role of the Corporation

The Corporation will:

- ensure that the policy is reviewed annually;
- identify a link governor for child protection issues.

Staff responsible	Last updated	Review date
Val Hart	March 2008	March 2011