

MOUNT PLEASANT PRIMARY SCHOOL



Child Protection Policy

September 2017

Reviewed in response to, “Keeping Children Safe In Education”
September 2016.

- Appendix 1 What to do if you are concerned
- Appendix 2 Recognising signs of abuse
- Appendix 3 Referral form to Social Care Team
- Appendix 4 Contact numbers
- Appendix 5 Training and development

Adopted by Governors: Autumn Term 2017

Review date: Autumn Term 2018

Child Protection Policy Statement

Mount Pleasant Primary School recognises its legal duty under s.175/157 Education Act 2002 which gives maintained schools a statutory duty to promote working with other agencies in safeguarding and promoting the welfare of children and young people and protecting them from, 'significant harm'. These duties are defined by:

- Working Together to Safeguard Children (HM Government 2015)
- Keeping Children Safe in Education (HM Government 2016)

The expectations of this duty is clearly outlined in:

- Teacher Standards (DFE 2012)
- Guidance for Safer Working Practice for Adults who Work with Children and Young People (DSCB July 2015)

We recognise that safeguarding incidents could happen anywhere and at any time, therefore staff should be alert to possible concerns being raised at any time, and involving anyone, at this school.

Staff are also made aware of the fact that abuse can occur between pupils, and that there are additional barriers when recognising the signs of abuse and neglect for those children who have communication difficulties and those children who have special educational needs. Staff must remain vigilant and report any concerns that may arise, this may even be a subtle change in behaviour that the child is displaying that is not typically seen.

Mount Pleasant Primary School is committed to safeguarding and promoting the welfare of all children and young people both within the school environment and outside. Because of our day-to-day contact with children, our staff are particularly well placed to observe and respond immediately to any outward signs of abuse, changes in children's behaviour or their failure to develop. We need therefore to be alert to the possibility of abuse occurring, aware of the procedures to be followed if they have suspicions and have the confidence to follow those procedures.

Staff must not let other considerations; such as the fear of damaging friendships or relationships with families, get in the way of reporting concerns. Staff should consider at all times, what is in the best interests for every child.

As part of this approach, we are committed to using Dudley's self evaluation checklist on at least an annual basis in order to generate an action plan to ensure that our practice is as good as it can be. (Safeguarding Gobs minutes)

Any adult, working in school, may raise concerns directly with Children's Social Care Services.

Policy Aims

The aim of this policy is to provide information for all staff to carry out this duty of care responsibly.

The main elements of the policy are:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children. (Safeguarding)

- Ensure that all staff have received relevant training for their roles and that this training is updated at least annually. (DSL training is undertaken every two years.)
- Raising awareness of child protection issues and equipping children with the skills needed to keep themselves safe.
- Implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting pupils who have been abused in accordance with his / her child protection plan.
- Establishing a safe environment in which children can learn and develop and be free from the risks of radicalisation or encountering extremism (See PREVENT Strategy)
- Ensuring there are links with other safeguarding policies, for example, bullying and physical intervention.
- To support staff to identify children who may benefit from Early Help, providing support as soon as a problem emerges at any point in a child's life.

Procedures

Mount Pleasant Primary School will ensure that all staff follow the procedures set out by the Dudley Safeguarding Children Board and take account of guidance issued by the Department for Education (DfE and HM Government) to:

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role. The Designated Lead/ Child Protection Co-ordinator and Looked After Child Co-Ordinator is **Mrs L Capener (Acting Headteacher)**, her work is supported by **Mrs S Derbyshire [Acting Deputy Head]** **Mrs Grinsell [Assistant Head]** [DSL Training to be undertaken Autumn Term 2017] **and Mrs C Woodhall [SENDCO]**
- Ensure we have a nominated governor responsible for child protection. The designated Governor for Child Protection is **Mrs Angie Perry. The designated Governor for Looked After Children is Mrs J Goode.** Mrs C Woodhall (SENDCO) has additional responsibility for vulnerable children including, FSM/EVER6, children with learning difficulties and disability.
- Ensure every member of staff (including temporary and supply staff and volunteers) and governing body knows the name of the Designated Lead responsible for child protection and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the Designated Lead for child protection.
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus. Parents should be made aware of the policies and procedures.
- Ensure that parents are aware that this policy is available on request, and make the policy available on the school website.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at child protection meetings.
- Keep written records of concerns about children, even where there is no need to refer the matter immediately. This is known at Mount Pleasant as the ROC (Record of Concern).

- Ensure all records are kept securely, separate from the main pupil file, and in locked locations.
- Ensure that all staff are aware of what to do if there are concerns around a child. (Appendix 1 refers to what to do if you are concerned. Appendix 2 is a copy of the interagency referral form that must be completed when making a referral. Appendix 3 provides a list of useful contact numbers.)
- Ensure that all staff are aware that should they have a concern about another adult working in school, that this should be discussed with the Designated Lead, or the Headteacher, and any concern about the Headteacher, should be discussed with the Chair of the Governing Body, or Mrs Perry (Child Protection Governor, or should they prefer, the LADO (Local Authority Designated Officer). This is in conjunction with the Confidential Reporting Policy (Whistleblowing Policy).
- Ensure that all staff are aware of the role of the Virtual Headteacher. (All local authorities must have a virtual school head (VSH) in charge of promoting the educational achievement of the children looked after by the authority that appoints them. Many VSHs are experienced teachers and some have been school heads. The VSH's role is to:
 - know how the looked-after children are doing
 - help school staff and social workers to find out about the extra needs of these children and any additional support available to them

VSHs also work with schools on initiatives to promote the education of children in care.

Safer Recruitment and Employment Practices

Mount Pleasant Primary School will follow the 'Safer Recruitment' and 'Managing Allegations Against People who work with Children' (Sections 13 & 11 of the DSCB Children Procedures respectively). The Head Teacher will deal with allegations made against school staff. All allegations against the Head Teacher will be referred to the Chair of Governors.

In addition to this Mount Pleasant Primary School will have routine systems for continually monitoring the performance of staff ensuring compliance with both child protection procedures and the code of good practice. All staff within Mount Pleasant Primary School are expected to adhere to the Guidance for Safer Working Practice for Adults who work with Children and Young People (July 2015). All staff have access to the counselling service within Dudley.

If any concerns or allegations are made against members of staff, in the first instance these should be discussed with the Child Protection Officer in Education or the Independent Reviewing Officer. It is useful at this stage to also provide full names of the member of staff and child involved in the allegation, their date of births, addresses and details of any previous concerns, as this will avoid delay. All allegations against people who work with children will be passed on to the LADO (LA Designated Officer) in accordance with the Working Together to Safeguard Children (2015) and the DSCB Safeguarding Children Procedures Part B Section 11.

At least one member of any interviewing panel will have had up-to-date Safer Recruitment Training. Currently these are; the Headteacher, Deputy Headteacher and Mrs A Perry, Vice Chair of the Governing Body.

Satisfactory DBS checks at 'enhanced' level are required for all staff and volunteers in school. Designated members of the Governing Body (Chair, Vice Chair, LAC Governor, or any governor who works in an unregulated activity within the school, must also have an enhanced level of DBS. External providers e.g. external adults providing after-school and in school clubs and cover provision, must also have a satisfactory DBS check. PE providers may also be required to have proof of SEAL certification. DBS checks are repeated at least every three years. Should and concern arise following a DBS check this will be passed onto the management committee. Dudley Safeguarding board

<http://safeguardingchildren.dudley.gov.uk>

Early Help

Wherever possible, family links and liaison will inform staff as to any early concerns regarding families and their ability to care for and safeguard children. Early help can take the form of discussions with parents/carers regarding early concerns and the offer of help may be provided internally e.g. Positive Parenting, Family Support, SEN support, or may be provided by contacting outside agencies for support e.g. Health Visitor, School Nurse, Children's Centre etc. Wherever possible, early help will be an offer of support that meets each individual family's circumstances and progress will be kept under constant review.

Information Sharing, Confidentiality and Record Keeping

Confidentiality is an issue, which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a need to know basis only.

Once a case has been referred, advice should be sought from the Social Care Team on, who should approach the alleged abuser (or parents if the alleged abuser is a child).

Information will be stored in a secure place with restricted access to designated people and be maintained in line with data protection laws (See Information Sharing. March 2015) (e.g. that information is accurate, regularly updated, relevant and secure).

Fears about sharing information cannot be allowed to stand in the way of the need to safeguard and promote the welfare of children at risk of abuse or neglect. The most important consideration is whether sharing information is likely to safeguard and protect a child.

General Concerns and a child at immediate danger or at risk of harm (Also see Appendix 1)

Staff may have general concerns that a child is or maybe at risk of harm. The level of immediate risk may be difficult to determine. Any concerns MUST be discussed with the Designated Lead, who can make a decision regarding the need for immediate referral or a different course of action. Where any member of staff feels that the child is likely to be in immediate danger or immediate risk of harm then they must not hesitate in contacting the Social care Team.

Curriculum

Child protection and wider child safety issues will be addressed through the curriculum as appropriate, especially in Personal, Social and Health Education (PSHE), Computing

and Social, Moral, Spiritual and Cultural Education (SMSC) and Sex and Relationships Education.

Training and Development

The Head Teacher and all other staff who work with children will undertake training to equip them to carry out their responsibilities for Child Protection effectively. This will be kept up to date by refresher training at three yearly intervals for all staff and regular annual update and in-school policy refreshers annually. The school will also ensure that the specific training required for other roles such as Head Teacher, Designated Child Protection Co-ordinator, and Lead Governor for Child Protection are also completed and up-to-date.

Implementation, Review and Monitoring

Implementation will take place by ensuring this policy is discussed at the governors meeting and ensuring all staff are made aware of its existence. The outcomes of the Safeguarding 175 Toolkit is presented to governors (Safeguarding Committee) on completion as directed by the LA.

This Policy will be monitored and reviewed on an annual basis.

The PREVENT DUTY

The staff and Governing Body should have specific training with regard to PREVENT (WRAP – Workshop to raise awareness of Prevent).

If you have a concern about a specific individual or family, you should follow the school's normal Child Protection procedures. You can also contact the Police by dialling 101 (non-emergency number).

The Department for Education also has a designated helpline: 020 7340 7264. Concerns can also be raised by email to: counter.extemism@education.gsi.gov.uk

APPENDIX 1

What to do if you are concerned:

- Report your concerns to the, Designated Lead and/or the Headteacher who will discuss their decision regarding further action. They may decide to contact Social Care Team or the Police.
- If the Designated Lead is not available, then the Head Teacher or Governor for Child Protection (A. Perry) should be informed. This is to ensure there is no delay in seeking advice or making a referral. **It is preferred that staff do not automatically contact the Social Care Team without first discussing the matter with the appointed person(s) who have a direct responsibility for Child Protection. This is in order to allow any other information that may be held about the family/child to be taken into consideration. However, if the outcome of the discussion with the appointed persons is unsatisfactory, then every adult has the right to contact the Social Care Team directly.**
- Social Care Team and the Designated Lead will decide how to involve the parents/carers. Parents should not be informed if to do so would increase risk to the child.
- Maintain confidentiality on a **need to know** basis only.

Information for social care or the police about suspected abuse

To ensure that this information is as helpful as possible, a detailed record should always be made at the time of the disclosure/concern, which should include the following:

- The reasons for your concern
- Full name and date of birth of the child
- Names and dates of birth of the child's family/household members
- Other agencies/professionals involved with the family
- The child's first language and any special needs
- The child's developmental needs, family and environmental factors and parenting capacity
- Any work you may have already undertaken with the child and family

All incidents will be reported on a Social Care Referral form.

Responding to allegations or suspicions (about someone working with children or young people (e.g. a teaching assistant))

It is not the responsibility of anyone working within Mount Pleasant Primary School in a paid or unpaid capacity to decide whether or not child abuse has taken place. However, **there is a responsibility to act on any concerns by reporting these to the appropriate officer or the appropriate authorities.**

Mount Pleasant Primary School will assure all staff/volunteers that it will fully support and protect anyone, who in good faith reports his or her concern that a colleague is, or may be, abusing a child. (Confidential Reporting Policy or 'Whistleblowing' policy).

All allegations or suspicions of abuse will be taken seriously and treated in accordance with these procedures. They will be applied when there is an allegation or concern that

any person, who works with children, in connection with their employment, voluntary or personal activity, has:

- Behaved in a way that has harmed a child, or may have harmed, a child;
- Possibly committed a criminal offence against, or related to, a child;
- Behaved towards a child or children in a way that indicates they are unsuitable to work with children.

These behaviours will be considered within the context of the four categories of abuse (i.e. physical, sexual and emotional abuse and neglect). This includes concerns relating to inappropriate relationships between members of staff and children or young people, for example:

- Having a sexual relationship with a child under 18 if in a position of trust in respect of that child, even if consensual (*ss16-19 Sexual Offences Act 2003*);
- 'Grooming', i.e. meeting a child under 16 with intent to commit a relevant offence (*s15 Sexual Offences Act 2003*);
- Other 'grooming' behaviour giving rise to concerns of a broader child protection nature (e.g. inappropriate text / e-mail messages or images, gifts, socializing etc);
- Possession of indecent photographs of children, pseudo-photographs of children

The definition of working with children includes paid and unpaid staff, volunteers and carers (including foster and adoptive carers). It may include everyone who works in Mount Pleasant Primary School including administrative and other support staff.

Action if there are concerns

Concerns about poor practice:

- If, following consideration, the allegation is clearly about poor practice; the Head Teacher will deal with it as a misconduct issue.
- If the allegation is about poor practice by the Designated Lead, or if the matter has been handled inadequately and concerns remain, it should be reported to the Head Teacher / Chair of Governors who will decide on whether disciplinary action should be taken and the next steps to take.

Concerns about suspected abuse

- Any suspicion that a child has been abused by either a member of staff or a volunteer must be reported to the Designated Lead/ Head Teacher, who will take such steps as considered necessary to ensure the safety of the child in question and any other child who may be at risk.
- The Designated Lead / Head Teacher will refer the allegation to the Social Care Team who may involve the Police. All allegations against people who work with children will be passed onto the LADO (LA Designated Officer).
- The parents or carers of the child will be contacted as soon as possible following advice from the Social Care Team.

- Staff may contact the NSPCC whistle-blowing helpline number: 0800 028 0285 and ask for further advice
- Follow the Whistle-blowing policy.

If the suspicion/allegation is about the Headteacher, the concern must be shared with the Deputy Head Teacher. Alternatively, the concern should be shared with the Vice Chair of Governors, Angie Perry, who will refer the allegation to the Social Care Team.

Internal Enquiries and Suspension

- The Head Teacher will liaise with the Chair and Vice Chair of Governors and make an immediate decision about whether any individual accused of abuse should be temporarily suspended pending further police and social care inquiries. Advice can also be sought from the Human Resources Section of the LA and the LADO.
- Irrespective of the findings of the Social Care Team or Police inquiries the Head Teacher / Chair and Vice Chair of Governors will assess all individual cases to decide whether an individual can be reinstated and how this can be sensitively handled. This may be a difficult decision; particularly where there is insufficient evidence to uphold any action by the police. In such cases, the Chair and Vice Chair of Governors and Head Teacher must reach a decision based upon the available information which could suggest that on a balance of probability; it is more likely than not that the allegation is true. The welfare of the child should remain of paramount importance throughout. Advice should be sought from HR as the main employer, and the LADO.

APPENDIX 2

Recognising signs of child abuse

Categories of Abuse:

- Physical Abuse
- Emotional Abuse (including Domestic Abuse)
- Sexual Abuse
- Neglect

(See Safeguarding and Child Protection Policy for details of each category)

Forced Marriage (FM)

This is an entirely separate issue from arranged marriage. It is a human rights abuse and falls within the Crown Prosecution Service definition of domestic violence. Young men and women can be at risk in affected ethnic groups. Whistle-blowing may come from younger siblings. Other indicators may be detected by changes in adolescent behaviours. Never attempt to intervene directly as a school or through a third party.

Female Genital Mutilation (FGM)

It is essential that staff are aware of FGM practices and the need to look for signs, symptoms and other indicators of FGM.

If a teacher in the course of their work discovers that an act of FGM appears to have been carried out on a girl under the age of 18, the teacher MUST report this to the police.

What is FGM?

It involves procedures that intentionally alter/injure the female genital organs for non-medical reasons.

4 types of procedure:

Type 1 Clitoridectomy – partial/total removal of clitoris

Type 2 Excision – partial/total removal of clitoris and labia minora

Type 3 Infibulation entrance to vagina is narrowed by repositioning the inner/outer labia

Type 4 all other procedures that may include: pricking, piercing, incising, cauterising and scraping the genital area.

Why is it carried out?

Belief that:

- FGM brings status/respect to the girl – social acceptance for marriage
- Preserves a girl's virginity
- Part of being a woman / rite of passage
- Upholds family honour
- Cleanses and purifies the girl
- Gives a sense of belonging to the community
- Fulfils a religious requirement
- Perpetuates a custom/tradition
- Helps girls be clean / hygienic
- Is cosmetically desirable
- Mistakenly believed to make childbirth easier

Is FGM legal?

FGM is internationally recognised as a violation of human rights of girls and women. It is **illegal** in most countries including the UK.

Circumstances and occurrences that may point to FGM happening

- Child talking about getting ready for a special ceremony
- Family taking a long trip abroad
- Child's family being from one of the 'at risk' communities for FGM (Kenya, Somalia, Sudan, Sierra Leon, Egypt, Nigeria, Eritrea as well as non-African communities including Yemeni, Afghani, Kurdistan, Indonesia and Pakistan)
- Knowledge that the child's sibling has undergone FGM
- Child talks about going abroad to be 'cut' or to prepare for marriage

Signs that may indicate a child has undergone FGM:

- Prolonged absence from school and other activities
- Behaviour change on return from a holiday abroad, such as being withdrawn and appearing subdued
- Bladder or menstrual problems
- Finding it difficult to sit still and looking uncomfortable
- Complaining about pain between the legs
- Mentioning something somebody did to them that they are not allowed to talk about
- Secretive behaviour, including isolating themselves from the group
- Reluctance to take part in physical activity
- Repeated urinal tract infection
- Disclosure

The 'One Chance' rule

As with Forced Marriage there is the 'One Chance' rule. It is essential that settings /schools/colleges take action **without delay**.

APPENDIX 3



Multi Agency Referral Form (MARF)
For Practitioners & those working with children

Verbal referrals should be made to the Single Point of Access (SPA) on 0300 555 0050

Following a verbal referral the MARF should be completed forwarded to the SPA **within 24hrs.**
Personal or sensitive information should only be sent by secure email or encrypted.

Please send this form to the single point of access team at SPA_Team@dudley.gcsx.gov.uk

For Child Protection procedures: <http://www.proceduresonline.com/dudley/scb/>

If you are worried or concerned about a child, young person and you think is being abused or neglected, and you want to make a referral. Please consult with your agency lead for further advice or consult with the SPA. If you think the child is in immediate danger, you should call the police.

BEFORE PROCEEDING PLEASE CONSIDER – Have you consulted within your own agency about this referral? If so, was it agreed that a referral was required?

1. Child's First Name/s:		2. Child's Surname Last Name:	
Any alternative name			
Date of Birth Or Estimated Date of Delivery	Gender (M/F)	Religion	Language or preferred method of communication e.g. sign language
Name of Parents/Carers: <i>(Include all adults involved in the care of the child)</i>		Date of Birth of Parents/Carers:	Contact Telephone Number:
Who holds parental responsibility?			
Does the child have any special needs or disability? If so please record			
Is there an Education and Health Care Plan in place?			

Home Address of Child:		Any other relevant addresses:							
Post Code:		Post Code:							
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2. Other Significant Family Members / Adults and children e.g siblings, grandparents			
Name	Relationship	Contact Details	
3. Contact Information: [Please add others you think may be relevant]			
Agency	Name	Address	Telephone
GP			
Health Visitor/Family Nurse			
School			
School Nurse			
Substance Misuse			
Hospital			

Other Agency: Including any known Domestic Abuse or Adult Services involved			
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<p>4. Why are you referring this child to Children's Services today? <i>[Please identify your specific concerns and comment on what you think the family need from Children's Services. State how long you have known the child and in what capacity, i.e. as teacher, doctor, etc.]</i></p>

<p>5. Have you informed the parent/carer about making this referral? Yes/No <i>(Please note you should not inform the parent/carer or seek consent in cases where you consider doing so may increase the risk the risk of harm to the child or where you believe a crime may have been committed.)</i></p> <p>Has consent been given by the parent/carer for a referral to be made? Yes/No <i>(Where parental consent has not been given and specific child protection or safeguarding needs have not been identified, this will have a significant impact on our ability to respond.)</i></p>
<p>If no, please state why not:</p>

<p>6. Has the child (if appropriate) been informed of the concerns? Yes/No</p>	
<p><i>State child's wishes and feelings</i></p>	
<p>7. Have you had a consultation with the Single Point of Access? Yes/No?</p>	
Date:	
Name of Person consultation held with:	
Advice given:	

<p>11. What information do you know about this child: Consider: Health, Education, Emotional and Behavioural Development, Family/Social relationships, Social presentation, Self care skills, Child Sexual Exploitation</p>

<p>12. What information do you know about the child's parent(s) and wider family: Consider: Who holds parental responsibility, Basic care, Ensuring Safety, Emotional Warmth Stimulation, Guidance and, Boundaries, Stability, Parental Issues (domestic abuse, substance misuse, mental health issues, child sexual exploitation, learning difficulties)</p>

<p>13. What information do you know about the wider environmental factors which may impact on the child: Consider: Community Resources and Support, Income, Housing, Family History and Functioning, Family's Social Integration, Employment and Wider Family <i>[Consider for example, housing issues, who is working in the household, financial situation, community and social involvement]</i></p>

<p>14. Is there a perceived risk of violence or other matters that could place those making contact with this family in danger: [such as an unsafe neighbourhood, persons of a violent nature, an un-tethered dog, etc]?</p>
<p>Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please specify what the identified risk is:</p>

15. Referrer:	
Name and Status (Print): Email address:	
Please specify work address and contact telephone number:	
Signature:	Date:

Once completed forms should be emailed to SPA_Team@dudley.gscx.gov.uk

TO BE COMPLETED BY CHILDREN’S SOCIAL CARE AND RETURNED TO THE REFERRER

Feedback to the referrer

Name of child/young person:
Date of Birth:
Referring agency:

<u>Outcome of the referral:</u>	
Information and advice provided	
Signpost to other services- which one	
Referring agency advised to undertake EHA	
Referred for Early Help	
Undertake a Child Social Work Assessment and including specific team to undertake this	
Section 47 investigation and/or joint assessment to be undertaken	
Child to be considered at Initial Child Protection Conference	
Child privately fostered	
Child accommodated into the care of the Local Authority	
Other: Please specify	

Case allocated to:

Signature:
(Team Manager)

Date:

If there is professional disagreement regarding decision, please refer to the DSCB escalation policy

[http://www.proceduresonline.com/dudley/scb/files/resolution_escalation_pol.pdf#search="escalation"](http://www.proceduresonline.com/dudley/scb/files/resolution_escalation_pol.pdf#search=)

APPENDIX 4**Useful Contact Numbers**

Local Social Care Assessment Team (including out of office hours contact)	Brierley Hill 01384 813000 Dudley 01384 813200 Halesowen 01384 815902/5905	Emergency Duty Team 5pm – 9am & weekends 01384 818574
Child Abuse Investigation Unit (CAIU) In an emergency contact via 999	West Midlands Police 0845 113 5000	
Safeguarding & Review Unit (LADO, Child Protection Officer, Independent Reviewing Officers)	01384 813061	
Human Resources	01384 814210 01384 813848	
Lorrain Capener– Designated Child Protection Officer for Mount Pleasant Primary School	01384 816910	

LADO - Lavona Brown and Funbir Jaspal 01384 813061

Lavona.brown@dudley.gov.uk

Referral to Social Services: 0300 555 0050

Child Sexual Exploitation Team – Jayne Underwood, Mike Galikowski

CSE.Team@dudley.gov.uk 01384 817777

Referrals for allegations against staff sent to: allegations@dudley.gcsx.gov.uk

APPENDIX 5

Training & Development (Standard 6 'Safeguarding in Education' checklist)

SAFEGUARDING	EVIDENCE
All staff have received child protection training at the appropriate level to their role	All staff in the education setting have undertaken Level 1 Basic Child Protection Awareness training in the last 3 years (face-to-face or e-learning)*
	The Child Protection Co-ordinator has undertaken specific training in respect of their role as a Co-ordinator and Level 2 training in the last 2 years (Safeguarding Children & Safer Recruitment in Education Guidance, 2007)
	The Head Teacher (who is not the CP Co-ordinator) has undertaken Level 1 training in the last three years (Safeguarding Children & Safer Recruitment in Education Guidance, 2007)**
	All Governors have undertaken Level 1 child protection training in the last 3 years***
	The Head Teacher & Chair of Governors or Lead Governor for Recruitment have completed Safer Recruitment Training (NCSL) either on-line or face-to-face*** (see also Standard 7)
	Staff access a range of other more specialist child protection training as appropriate
	The education setting maintains a record of staff training****
	The Child Protection Officer in Education maintains a record of all Head Teachers / Child Protection Co-ordinators who have received Child Protection Training

* Level 1 training can be accessed on a single-agency (whole-setting) basis or staff can attend one of DSCB's multi-agency Basic Awareness Courses or complete the e-learning module

** DSCB strongly recommend that all Head Teachers and Principals who are not the designated CP Co-ordinator undertake Level 2 training every 3 years

*** Governors can access Level 1 training in several ways – as part of whole-school training, by accessing a multi-agency Level 1 course or by attending a Child Protection Basic Awareness course for Governors (Module 1). Lead Governor for CP should undertake Module 2 (see Standard 2)

**** A record of staff training is also maintained by the Safeguarding & Review Unit and inputted onto appropriate Personnel Records