

# Primary Technology Child Protection Policy

Primary Technology fully recognises its responsibilities for child protection.

## **Our policy applies to all staff, governors and volunteers working in the company:**

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with child information.
- Raising awareness of child protection issues and equipping children with the skills needed to keep them safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Informing schools of any activity that may infringe child Protection and/or if Primary Technology has significant reason to believe PrimaryEmail has been used to abuse a child.
- Establishing a safe environment in which children can learn and develop.

## **We recognise that because of the day to day contact with children, company staff is well placed to observe the outward signs of abuse. The company will therefore:**

- Establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to.
- Ensure children know that there are adults in the company whom they can approach if they are worried.
- Include opportunities in the PSHE curriculum for children to develop the skills they need to recognise and stay safe from abuse.

## **We will follow the procedures set out by the Local Safeguarding Children Board and take account of guidance issued by the Department for Education and Skills to:**

- Ensure we have a designated senior person for child protection who has received appropriate training and support for this role.
- Ensure we have a nominated staff member responsible for child protection.
- Ensure every member of staff (including temporary and supply staff and volunteers) and governing body knows the name of the designated senior person 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 senior person responsible for child protection.
- Ensure that parents have an understanding of the responsibility placed on the company and staff for child protection by setting out its obligations in the company prospectus.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences.

- Keep written records of concerns about children, even where there is no need to refer the matter immediately.
- Ensure all records are kept securely, separate from the main pupil file, and in locked locations.
- Develop and then follow procedures where an allegation is made against a member of staff or volunteer.
- Ensure safe recruitment practices are always followed.

**We recognise that children who are abused or witness violence may find it difficult to develop a sense of self worth. They may feel helplessness, humiliation and some sense of blame. The Childs school life may be the only stable, secure and predictable element in the lives of children at risk. When using PrimaryEmail their behaviour may be challenging and defiant or they may be withdrawn. The company will inform the school of any such activity.**

- The content of the curriculum.
- The company ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued.
- Liaison with other agencies that support the pupil such as social services, Child and Adult Mental Health Service, education welfare service and educational psychology service.