



ST MARY'S RC PRIMARY SCHOOL

Safeguarding Policy

At St Mary's RC Primary School, Richmond, the health and safety and well being of all children is of paramount importance. Parents send their children to school each day with the expectation that school provides a secure and safe environment in which their children can flourish. A number of policies and procedures in school promote this aim.

St Mary's RC Primary School is committed to ensuring the welfare and safety of all children in school. All North Yorkshire schools, including St Mary's School, follow the North Yorkshire Safeguarding Children Board procedures. The school will, in most circumstances, endeavour to discuss all concerns with parents about their child/ren. However, there may be exceptional circumstances when the school will discuss concerns with Social Care and/or the Police without parental knowledge (in accordance with Child Protection procedures). The school will, of course, always aim to maintain a positive relationship with all parents. The school's child protection policy is available on request.

Child Protection Policy

The Designated Person for Child Protection in school is the Headteacher, Mrs K Whitehead. When the Headteacher is not on site a member of the Senior Leadership team will deputise in her absence, always keeping the Headteacher informed.. The Governor with responsibility for Child Protection is Mrs A Kane / Mr P Bennett. The Chair of Governors is Mrs A Kane / Mrs A White.

The school Child Protection Policy is based on a model policy from North Yorkshire County Council which is written in conjunction with the North Yorkshire Safeguarding Board and applies to all pupils, staff and volunteers.

The Governing Body reviews the Child Protection Policy annually and any appropriate amendments are carried out at that time. All governors and staff have appropriate child protection training every three years.

The full Child Protection policy can be found on the school website;
www.st-marysrc-pri.n-yorks.sch.uk

Safer Recruitment

The following people have completed the Safer Recruitment training and at least one of these people will be on any interview panel.

Governor with responsibility for Child Protection: Mrs A Kane / Mrs A White

School complies with current government requirements and keeps an accurate

single central register for all staff and adults who come into contact with children at St Mary's. Adults that do not have DBS clearance are under no circumstances left alone with any children without other appropriate supervision.

Visitors to the School

All visitors to the school will be checked on arrival for their identification badges and employees of NYCC will have had the appropriate DBS check by County Council. Other visitors to the school are checked for identification and DBS if appropriate.

Health and Safety Policy

The Health and Safety Policy is reviewed annually and submitted to the full Governing Body for approval. Health and Safety is a standard agenda item on both the weekly staff meetings and full governors' meetings. The Health and Safety governor gives a full report to the Governors every term.

There is a fire drill each term and a Fire Risk Assessment is completed annually. The Health and Safety governor conducts regular audits of all accidents and near misses and recommends any remedial action to be taken.

First Aid

There are appropriate members of staff trained in the provision of First Aid. A trained first aider is consulted and accidents are logged in the accident book. Parents are notified by note or by telephone if necessary.

Administration Of Medicines

In the event of any medicines which need to be administered in school, these must be prescribed by the doctor and with full written consent from the parents. All administration of medication is recorded.

Site Security

Adequate site security ensures that children are kept safe. All visitors report to the main St Mary's school entrance and sign in if necessary. Gates will be closed at the beginning and start of the school day. External doors will be locked from the inside to prevent intrusion whilst allowing for a controlled exit. The gate into the school playground will be locked between 9.30am and 3.10pm.

If children leave the school premises without permission please refer to the Absconders policy for further details.

Attendance

Attendance is crucial to your child's education. Unfortunately some instances of absence cannot be helped and we would expect parents and carers to keep their children off school if they are unwell. Please phone school office by 9.30 am to inform of a child's absence. If we do not hear from you then you will receive a telephone call to find out why your child is not in school.

Nonattendance at school can cause unnecessary gaps in a child's educational development and in some cases can cause children to fall behind in their learning. If there is a record of persistent absence then the Educational Welfare Officer will need to become involved.

Holidays during term time are deemed unauthorized unless there are exceptional

circumstances.

Internet Safety

Children will need to sign an Internet Use Agreement form to ensure they use the internet appropriately at all times. The internet usage in school is filtered by NYCC to provide appropriate material. Children are supervised when using the internet and know what to do if they come across unsuitable material. Please see the school ICT Policy for further details.

Equalities Scheme

We oppose all forms of unlawful or unfair discrimination whether because of race, colour, ethnic or national origin, gender, marital status, sexuality, religion or beliefs, disability, age or any other conditions or requirement which places a person at a disadvantage.

Positive Behaviour

Our policy details the rewards and sanctions for children and can be viewed via the school website. Parents are informed if we have concerns about the behaviour of their child. Bullying is not tolerated at St Mary's, please see the Anti- Bullying policy for further details.

Photographs and Videos

On entry to school parents sign a consent form for photographs and video images to be taken of their child for the use of school only. Parents may want to take photographs of their children at school events, this is acceptable on the condition that these images are only used personally by the child's family. If other children appear on the photographs/images these must not be used on any websites or social media sites.

St Mary's school governing body feel that any breach of these guidelines will be taken seriously and legal advice taken.

Whistleblowing

The Whistleblowing policy is adhered to throughout school. Any concerns please notify the Head Teacher or Chair of Governors.

November 2016

To be reviewed Autumn 2019